****

PROSPECTUS

(2013-2014)

**CHANDAN BROTHERS**

**HIGHER SECONDARY SCHOOL**

Vallikunnu North, Kadalundi Nagaram P O, Malappuram District.

Email: office@cbhss.com

Web: www.cbhss.com

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**HIGHER SECONDARY SCHOOL**

**PROSPECTUS (2014-2015)**

**THE SCHOOL**

The School had its beginning with high school in 1976 at Vallikunnu North, Malappuram District. School began with classes from VIII to X Standard with the school being named Chandan Brothers High School. In order to cater to the demands of the parents of this locality and to provide continuity of education to the pupils of the High School, Chandan Brothers High School had upgraded it into a Higher Secondary in the academic year 1998-1999. Then the School name was changed to Chandan Brothers Higher Secondary School.

**AIMS AND OBJECTIVES**

The object of the institution is to give an all-round education to the students based on the human values contained in the hoary heritage of our country. The need for quality education has never been so acute than it is today. Understanding this need of the time our school gone a long way in promoting quality education through its various endeavors. All parents give prominence to ensure quality education for their child. All round development of a child through rational thinking and activity oriented teaching learning process is the need of the hour. We are striving to impart education that not only sharpens the intellectual faculty of the student but also inculcates ethical and aesthetic values, thus molding a multifaceted personality that is ready shoulder responsibilities towards the family, the society and the Nation.

**SYLLABUS & SYSTEM**

The School follows SCERT Syllabus of the State for Class VIII to Class X and DHSE syllabus for Class XI (+1) and Class XII (+2). The details of languages available for different classes are as follows:

**CLASS LANGUAGES AVAILABLE**

VIII to X - Malayalam/Sanskrit/Arabic & Urdu (First Language)

XI & XII - Malayalam/Hindi/Arabic (Second Language)

English is taught as the second language from Class VIII to Class X.

Hindi is taught as third language from Class VIII to Class X.

English is taught as first language in Class XI & XII.

For the Higher Secondary classes (XI & XII), the following groups are available:

*Part I: Malayalam/ Hindi / Arabic*

*Part II: English*

*Part III: Group I: a) Mathematics, Physics, Chemistry and Biology.*

 *Group II: a) Accountancy, Commerce, Economics, Business Mathematics.*

 *Group III: a) History, Economics, Political Science and Sociology.*

The academic year of the school is from June to March. The school will work from Monday to Friday. Saturday and Sunday is a Holiday.

**TIMINGS OF THE SCHOOL**

Class VIII to X - 9.45 a.m. to 3.50 p.m. (Monday to Thursday)

Class VIII to X - 9.15 a.m. to 4.30 p.m. (Friday)

Class XI & XII - 8.50 a.m. to 4.30 p.m. (Monday to Friday)

School Office Timings - 9.00 a.m. to 5.00 p.m. (Monday to Saturday)

**ADMISSION**

Class VIII to X - Pupils seeking admission should fill in the prescribed form available at the office and get it Registered. Parents and students will have to appear for an interview before admission.

Class XI - Students are admitted according to the allotment list provided by the State Government.

**CRITERIA**

Pupils are admitted on the basis of the interview test conducted by the school. Selection is based only on merit. The conditions laid down by the Government of Kerala are strictly followed in respect of pupils seeking admission in the school.

**STANDARDS VIII, IX and X**

Children must have completed 12, 13, 14 years as on 31st July of the academic year respectively. In addition the pupil should produce a transfer certificate from his previous school for having completed standards VII, VIII and IX respectively. Please contact the office for the date of admission etc.

**TRANSFER CERTIFICATE**

If the Parent/Guardian wants to withdraw his/her ward from the school for the next academic year he/she should apply to the Headmaster/Principal in writing.

**WITHDRAWALS**

Withdrawals are not permitted during the course of a term. If however, a student is to be withdrawn under unavoidable circumstances the entire fees for the year has to be paid.

**SCHOOL UNIFORM**

Students must wear the school uniform on all the working days. Students must ensure wearing cleanlywashed and pressed uniforms on all days. They should not wear a set of uniform for two consecutive days.

**STD VIII TO STD X**

Boys: Navy Blue Pants, White Shirt

Girls: Navy Blue pants, White Top with Navy Blue Coat

**STD XI TO STD XII**

Boys: Navy Blue Pants, Blue Check Shirt

Girls: Navy Blue Pants, Blue Check Top with White shawl

**TESTS AND EXAMINATIONS**

Mid-Term Tests and Terminal Examinations are conducted in the months of July, September, November, December, February and April. A number of class tests and cycle tests are conducted periodically for students from Std. I onwards.

**ATTENDANCE**

Attendance is compulsory on all days. 75% attendance is required for the eligibility to appear for the annual examination. Without prior permission from the class teacher, he/she should not absent himself/herself.

**LABORATORIES**

Our higher secondary wing have well planned, well equipped spacious laboratories for Physics, Chemistry, Botany and Zoology which can accommodate 50 students at a time in each lab. Well-equipped computer Labs with latest technology and planning is provided in the school. Students from Class VIII onwards are trained in computer. CDs are also used for teaching to facilitate better comprehension of the subject.

**MULTIMEDIA DIGITAL CLASS ROOM**

High School Students are taken to the Smart Class Rooms to learn their subjects with more interest by audiovisual method as it has more impact in understanding their subjects. The Self Evaluation Methods of the Smart Classes helps the children to evaluate where they stand in their understanding.

**VISITING HOURS**

The parents can meet the Teachers / Coordinators / Headmaster / Vice-Principal / Principal on working days between 3.30 p.m. and 4.00 p.m.

**WELFARE ACTIVITIES**

The PTA awards merit-cum means scholarships to deserving students. The parents are welcome to help a poor child to study along with their children by paying the fee of another.

**CO-CURRICULAR ACTIVITIES**

In order to provide total education to children, the school organizes different co- curricular activities viz. Junior Red Cross (JRC), Special Police Cadet (SPC), Sports, and Games etc.

**LIBRARY**

The school provides Library facility for students from Class VIII to XII Std. Books are available for the pupils for reference.

**EXCURSION**

Periodically, the school arranges excursions to historical and other places of interest, having educational value. The expenses are equally divided among the participants.

**RULES AND REGULATIONS**

*1. Students must be in the prescribed school uniform which is an essential part of school discipline.*

*2. Pupils are expected to be clean and tidy, orderly and respectful both in the classes and in public. Shabby, unkempt or punk type hair style is not permitted.*

*3. They must be regular, punctual and attend their classes with full concentration*

*4. They must reach the school in time to attend the morning assembly. Late comers are liable to be punished. Habitual late comers will not be allowed to attend the school.*

*5. Leave of absence must be availed by making a written request by the parents to the class teacher.*

*6. Pupils absenting for more than three days should produce medical certificate.*

*7. Pupils should avail the permission from the Headmaster/Principal to leave the school during working hours.*

*8. Parents are requested to respond to calls from the school in connection with their ward’s work or conduct at school.*

*9. Pupils are expected to keep their class rooms and school premises absolutely clean.*

*10. The student is answerable for his/her behavior inside and outside the school.*

*11. Pupils should at all times show respect and reverence to school authorities, teachers and other staff members.*

*12. All notebooks and text books should be neatly covered and labelled.*

*13. Students are responsible for their personal belongings viz. books, pens, tiffin box, water-bottle etc.*

*14. Pupils are strictly forbidden to wear any jewelry or bring cash and costly materials to school.*

*15. Pupils absenting from examinations without grave reasons will be considered as having failed. The marks obtained in the Quarterly, Half-yearly and final examinations will be considered for promotion.*

*16. Progress reports showing the application of the pupils and the results will be given to the parents after every examination. Parents are requested to examine the report carefully and see that their wards make a special effort to improve in subjects in which they are weak.*

*17. Pupils who have not paid their fees will not be permitted to sit for the ensuing examinations.*

*18. Students caught copying or indulging in any other malpractice will be dealt with severely.*

*19. Students are expected to participate in all the academic and extra-curricular activities of the school.*

*20. Pupils must treat school property with care and they will be asked to compensate for loss or damage of school property.*

*21. Parents are requested not to enter the school during school hours, unless they are sent for. Parents who seek information or who wish to make some complaint should do so to the Principal.*

*22. Students are liable for suspension or dismissal for reasons of not following the above rules, irregularity in attendance, negligence in school work, disobedience, disrespect shown towards the teachers and any damage caused to the school property. The decision of the Principal in this regard will be final.*

*23. Parents are requested to co-operate with the management in enforcing discipline and punctuality on the part of the students. They should attend all the meetings called for by the Principal.*