

Almanac 2023 - 2024

A Student-Parent Guide _____★



St. Paul's International School

KALAMASSERY

Name

Class & Section

Admission No.

House

Prepared by
St. Paul's International School,
Kalamassery

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St. Paul's International School

Timings

Pre-KG From Monday to Friday
08.30am – 09.00am Reporting / Attendance
01.30pm Dispersal stay back till 3.20pm

**Kinder
garten** From Monday to Friday
08.30am – 03.00pm & stay back till 3.20pm
Meeting KG-In-Charge
9.30am – 10.30am & 03.30pm – 04.00pm

**Class
I to V** From Monday to Friday
08.30am – 03.20pm

**Class
VI to XII** From Monday to Saturday
08.30am – 03.20pm
Second & Third Saturdays are Holidays

Office On Working Days
08.30am – 04.30pm
All Second Saturdays and Sundays are Holidays

**Meeting
Principal** On Fridays and Saturdays (except 2nd & 3rd)
With prior appointment through Office
From 10.00am to 11.00am &
From 02.00pm to 03.00pm

**Meeting
Teachers** On all working days
With prior appointment through Office
03.30pm to 04.00pm

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Profile

St. Paul's International School Kalamassery is a Christian educational institution affiliated to CBSE. St. Paul's embodies and epitomizes the spirit of excellence rooted in the rich heritage and traditions of the Archdiocese of Verapoly, a doyen in the field of quality education. With the dedicated and passionate work of the pioneer team, the School was established in 1999 and later elaborated itself into Higher Secondary School. St. Paul's caters to students, in its Kindergarten, Primary, Secondary and Senior Secondary classes.

St. Paul's aims at providing an environment in which every student discovers full potential. Down through the years the annual intake of the students have been increased and present student strength is 1450 and 130 staff members in teaching, administration and ancillary services. From its very beginning, the school has maintained high academic standards with 100% pass, several national ranks, distinctions and first classes. Students excel both in curricular and co-curricular activities. Students do enjoy well established infrastructure for class rooms as well as sports and games, which indeed contribute to optimum learning and well-being.

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Location

The elegant campus of St. Paul's International School is nestled in Five Acres of the land on the Seaport - Airport Highway and at a stone's throw from NH-47 at Kalamassery, Ernakulam.

18 KM

Distance from Airport
(Cochin International
Airport)

3 KM

Distance from nearest
Railway Station
(Kalamassery)

1.3 KM

Distance from
Metro Railway Station
(Kalamassery Town)

0.5 KM

Distance from nearest
Bus Stop
(ITI Kalamassery)

Milestones

in the History of St. Paul's



2023 • **May 16** : Mrs. Sunitha Binu Samuel assumed the office of Principal.

2022 • **November 14** : Rev. Fr. Sabu Nedunilath joined as the Director of St. Paul's.

- **June 01** : Prof. Dr. Leena Mathew assumed the office of Principal.
- **February 26** : Global School Award 2021-2022 of AKS Education Awards, Gurugram for the Best On-line & Hybrid Teaching.

2021 • **July 01** : Rev. Fr. Antony Vacko Arackal joined as the Director of St. Paul's.

- **May 17** : Blessing and Inauguration of the newly constructed Angel Mary block by His Grace the Most Rev. Dr. Joseph Kalathiparambil, the Archbishop of Verapoly.
- **March 09** : St. Paul's was approved to introduce skill subject on Artificial Intelligence with effect from 2021-2022.

2020 • **December 15** : St. Paul's was Re-accredited for Outstanding Development of the International Dimension in the Curriculum by British Council for the year 2020-2023.

- **September 04** : Mrs. Sheela Xavier assumed the office of Principal.
- **September 02** : St. Paul's was sanctioned an extension of General Affiliation from 01-04-2016 to 31-03-2021.
- **March 01** : St. Paul's received Haritha Vidyalayam Award positive performance during 2019-2020 in the SEED (Student Empowerment for Environmental Development) by the Mathrubhumi daily.
- **March 01** : St. Paul's received Haritha Vidyalayam Award positive performance, during 2018-2019 in the SEED (Student Empowerment for Environmental Development) by the Mathrubhumi daily.

- 2019** • **March 01** : St. Paul's received Haritha Vidyalayam Award positive performance during 2017-2018 in the SEED (Student Empowerment for Environmental Development) by the Mathrubhumi daily.
 - **January 02** : Mr. George K.V. assumed the responsibility of Principal.
-

- 2018** • **December 15** : St. Paul's was accredited for Outstanding Development of the International Dimension in the Curriculum by British Council for the year 2017-2020.
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- 2017** • **February 26** : St. Paul's was sanctioned an extension of General Affiliation from 01-04-2016 to 31-03-2021.
-

- 2016** • **June 02** : Pre-Kindergarten block was added.
 - **April 02** : Dr. Sheela Seth assumed the responsibility of Principal.
-

- 2015** • **November 19** : St. Paul's was sanctioned an extension of affiliation from 01-04-2011 to 31-03-2016.
-

- 2013** • **May 02** : Archbishop the Most Rev.Dr. Francis Kallarackal became the new Patron.
 - **May 01** : The first batch of Class XII (2009-10) achieved cent percent pass and 50% distinction.
-

- 2010** • **November 01** : Mrs. Susan Mohan assumed the office of Principal.
-

- 2009** • **May 28** : The Blessing and Inauguration of Attipetty block by His grace, The Most Rev. Dr. Daniel Acharuparambil, Archbishop of Verapoly.
-

- 2008** • **December 20** : Rev. Dr. Douglas Pinheiro joined as the second Director of St. Paul's.

- **May 01** : The first batch of Class X had a glittering cent percent pass and 80% distinction.
 - **March 05** : St. Paul's International School was sanctioned affiliation for Senior Secondary School from 01-04-2008 to 31-03-2011.
-

2007 • **July 19** : The foundation stone for Archbishop Attipetty Block was laid by His Grace The Most Rev. Dr. Daniel Acharuparambil.

2006 • **February 04** : Multipurpose Auditorium was blessed and inaugurated by His Grace The Most Rev. Dr. Daniel Acharuparambil, Archbishop of Verapoly.

2005 • **July 19** : St. Paul's International School acquired affiliation of CBSE, New Delhi from 01-04-2005 to 31-03-2008.

2004 • **May 07** : The Kindergarten block was blessed and inaugurated by His Grace The Most Rev. Dr. Daniel Acharuparambil, Archbishop of Verapoly.

2003 • **June 02** : Commencement of First Academic Year with 158 students and 17 staff.

- **May 05** : Blessing of the School Building by the Founder Patron His Grace The Most Rev. Dr. Daniel Acharuparambil, Archbishop of Verapoly.

1999 • **June 03** : St. Paul's Educational and Charitable Trust was legally registered.

Seed Club Award for environmental protection of the SEED project 2016- 2017

Vision, Mission & Values

Our Vision

Inspired by the missionary zeal of St. Paul the Apostle of Jesus Christ, our vision is to develop leadership through excellence in education and contributing to the International Community.

Our Mission

- To rejuvenate the human values by being a path maker for the young generation, a beacon of light in their path and a guide and pride in their life.

- To ensure holistic education to students, transforming them as responsible and resourceful citizens through information and formation.

- To mould them as world class citizens having cosmopolitan convictions and remarkable human beings.

- To provide a climate for wholesome and integrated upbringing of dynamic students, well equipped with leadership traits required in Civil Services, Armed Forces, Corporate Houses and Potential Entrepreneurship.

- To provide ample opportunities through co-curricular and extra-curricular activities so as to have a balanced personality.

- To develop mental and physical strength to withstand the stress and strain of the 21st century.

Our Values

Politeness	Athleticism	Unity	Love	Integrity	Aspiration	Nobility
P	A	U	L	I	A	N

Coat of Arms ---

The School's coat of arms consist of a globe, two hands and a sparkling star.

The Globe ---

stands for St. Paul's International School's broad, wide and international outlook, which trains every student and moulds one to be responsible and resourceful citizen of tomorrow irrespective of caste, creed, colour and country.

Hands ---

represent the very hands of God and man. The upper hand stands for God and the lower hand for man. The whole life of a man is envisaged as a joint venture between God and man. God condescends to help man who stands in need with an open hand.

The Star ---

represents a sparkling life resulted when a person responds positively and creatively to the munificent assisting mind of God. Every student in St. Paul's International School is trained for the God-man mission, which moulds one as a shining star of the society for which each one is called to serve, reaching out to its every need and by bringing out hundredfold harvest.

Salient Features ---

- St. Paul's promotes holistic education.

- St. Paul's focuses on child-centred teaching with optimal number of students in each class to ensure quality education.

- Teachers as facilitators in the classroom use multiple learning strategies as their teaching methodologies.

- St. Paul's provides ample opportunities for students to overcome stage fear and develop a confident personality.

- St. Paul's conducts classes to promote value education, gender sensitivity and other life transformation skills to promote leadership qualities in the students.

- BBC news is broadcast during the lunch hours to enable the students get acquainted to the accent of original English language.

Infrastructure

- A lush green campus sprawled in Five Acres with superb landscaping and inlaid garden.
- Medicinal Garden and Vegetable Garden promoting organic farming.
- Pre-Kindergarten created for a fun and safe learning space with all modern amenities.
- The kindergarten designed with colourful cabinet, Child-sized furniture and Interactive Panel Board.
- Kinder Park, octagonal shaped KG Auditorium and Kinder Playground.
- Smart Digital Classroom for a conducive environment for learning.
- Spacious and well-ventilated classrooms with natural light.
- Classrooms with audio-visual facilities, public address system, lockers, and ergonomic furniture.
- Well-equipped Computer Lab with Artificial Intelligence.
- Luxurious Learning Labs in the Departments of Physics, Biology, Chemistry and Mathematics.
- Well-furnished Library and Digital Library.
- Music Room with a variety of musical instruments to learn Western Music and Indian Music.
- The Dance Room to explore various dance forms like classical, western, contemporary, and folk.
- Counselling / Special Education Centre to address student's academic, social, emotional and behavioural concerns.
- A delightful Yoga Hall to perform the yoga postures, under the guidance of an expert.
- Atrium with an expansive space as a venue for school assemblies, various co-curricular activities and celebrations, indoor games.
- Open Theatre / Amphitheatre for drama, street plays, skits, concerts, music, dance, mimes, tableaux.
- Multipurpose Hall for organising debates and elocutions, quizzes, recitations and workshops.
- Outdoor Play Areas with Football Turf, Basketball Court, Volleyball Court, Cricket Pitches.
- Indoor Game Areas for Badminton, Basketball, Chess, Carom Board etc along with regular Physical Education classes.

- Medical Room and four-bedded medical ward for boys and girls with facilities to provide first aid and attend to any medical emergencies with the help of experienced nursing staff and a visiting doctor.

- Cafeteria with a colourful lively ambience and healthy, nutritious snacks and homely meals.
- Dedicated fleet of buses with the required safety measures and committed bus crew.

Directors

of St. Paul's International School

2003 - 2008

Rev. Fr. Jose Chelangara

2008 - 2021

Rev. Dr. Douglas Pinheiro

2021 -2023

Rev. Fr. Antony Vacko Arackal

2023 - till date

Rev. Fr. Sabu Nedunilath

Principals

of St. Paul's International School

2003 - 2008

Mr. Jose Joseph Alunkal

2008 - 2009

Prof. M.R. Joseph (Late)

2009 - 2015

Mrs. Susan Mohan

2015 - 2018

Dr. Sheela Seth

2018 - 2020

Mr. George K.V.

2020 - 2022

Mrs. Sheela Xavier

2022 - 2023

Prof. Dr. Leena Mathew

2023 - till date

Mrs. Sunitha Binu Samuel

Honour Code

I believe that / a student must be / truthful / trustworthy / honest and forthright / under all circumstances. / I will not lie / cheat or steal / nor will I mislead or/ deceive anyone. / I undertake / to live up to this code / faithfully / and to encourage my friends / continuously / to do so.

Pledge

India is my country. / All Indians are / my brothers and sisters. / I love my country, / and I am proud of its / rich and varied heritage. / I shall always / strive to be worthy of it. / I shall give respect to my parents, / teachers /and all elders and treat everyone / with courtesy. / To my country / and my people, / I pledge my devotion. In their well-being / and prosperity alone / lies my happiness

प्रतिज्ञा

भारत हमारे देश है। हम सब भारतवासी भाई-बहन हैं। हमें अपना देश प्राणों से भी प्यारा है। इसकी समृद्धि और विविध संस्कृति पर हमें गर्व है। हम इसके सुयोग्य अधिकारी बनने का प्रयत्न सदा करते रहेंगे। हम अपने माता पिता, शिक्षकों और गुरुजनों का आदर करेंगे और सबसे साथ शिष्यता का व्यवहार करेंगे। हम अपने देश और देशवासियों के प्रति वफ़ादार रहने की प्रतिज्ञा करते हैं। उनके कल्याण और समृद्धि में मरा सुख निहित है। जय हिन्द।

പ്രതിജ്ഞ

ഇന്ത്യ എന്റെ രാജ്യമാണ്. എല്ലാ ഇന്ത്യക്കാരും എന്റെ സഹോദരീസഹോദരന്മാരാണ്. ഞാൻ എന്റെ രാജ്യത്തെ സ്നേഹിക്കുന്നു. സമ്പൂർണ്ണവും വൈവിധ്യപൂർണ്ണവുമായ അതിന്റെ പാരമ്പര്യത്തിൽ ഞാൻ അഭിമാനം കൊള്ളുന്നു. ആ സമ്പത്തിന് അർഹനാകുവാൻ ഞാൻ എല്ലായിപ്പോഴും ശ്രമിക്കുന്നതാണ്. ഞാൻ എന്റെ മാതാപിതാക്കളെയും ഗുരുക്കന്മാരെയും മുതിർന്നവരെയും ബഹുമാനിക്കുന്നു.

P A R E N T S T U D E N T S G U I D E

National Anthem

जन गण मन अधिनायक जय हे, भारत भाग्य विधाता !
पंजाब सिंध गुजरात मराठा, द्रविड़ उत्कल बंग
विंध्य हिमाचल यमुना गंगा, उच्छल जलधि तरंग
तव शुभ नामे जागे, तव शुभ आशिष मागे गाहे तव जय गाथा ।
जन गण मंगलदायक जय हे, भारत भाग्य विधाता !
जय हे ! जय हे ! जय हे ! जय जय जय जय हे !

Prayers

1. The Lord's Prayer

Our Father, who art in heaven/ hallowed be Thy Name /
Thy kingdom come, / Thy will be done/ on earth as it is in heaven. /
Give us this day our daily bread, / and forgive us our trespasses, /
as we forgive those who trespass against us; / and lead us not into
temptation, / But deliver us from evil. Amen

2. Prayer for our Country

Creator and Ruler of Mankind, hear our prayer for our country, that
our freedom may be preserved and our destiny be shaped after thine
own heart. Guard us from the malice of those who are jealous of our
country. Let them not encroach on our land and may their evil designs
be frustrated. Give our people courage, truth, vision and integrity to
achieve the impossible tasks. Encourage them when faced by odds
and console them under strain and pain. May Thy Spirit guide and
control them at all times in carrying out their duties. Fill their hearts
with loyalty, courage and patience. Safeguard our freedom and
inspire our neighbours with a true love for peace, so as to enable
us to live a full life-self responding and fearless.

3. Prayer for the beginning of the term

Dear Lord, we assemble before Thee at the beginning of a new term.
Bless each one of us to do Thy divine will cheerfully. We do not know

what lies ahead but with thy help, we hope for success. We know, the road before us is the road to manhood and we shall go forward with courage and confidence. Take our school into Thy hands and breathe new life into it; so that we may march forward, helping one another in work and in play, in health and in sickness. Almighty God, we acknowledge our dependence upon Thee and we implore blessings upon us, our parents, teachers and our country.

4. **Prayer For Self**

Give me clean hands, clean words and thoughts; Help me to stand for the hard right, against the easy wrong Save me from habits that harm; Teach me to work as hard and play as fair In Thy sight alone, as they have seen the world Forgive me when I am unkind, And help me to forgive those Who are unkind to me, Keep me ready to help others Though it costs myself. Send me chances to do a little good every day and so grow more like you.

5. **A Paulian's Prayer**

Lord, as we journey together at St Paul's, create in us a generous heart, where our relationship with each other is built on peace, love, dignity and justice. Help us to make St. Paul's, a place of wisdom and learning where all feel welcomed and safe. Guide us in the development of our gifts and talents so that they can be used in the service of others. Spirit of God, present in our lives today, inspire us to value the small things of life and to meet the great challenges with generous courage. Help us to grow, guided by the patronage of St. Paul. Amen

6. **Prayer Before class**

Oh God! Bless us, enlighten our minds, strengthen our memories, direct our wills and help us in our studies. We submit ourselves before you.

7. **Prayer Before Meals**

Bless us, Oh Lord, and these your gifts which we are about to receive from your bounty, blessed be the hands that helped prepare this meal for us and help us to be compassionate to those in need. Amen

8. **Prayer After Meals**

We give you thanks Almighty God for the food we have received. Bless those who are less privileged on this day. Amen.

9. **Dispersal Time Prayer / Prayer after class**

Dear Lord Almighty, with your grace and strength we have overcome one more day of our school life. As we realize the immense blessings and unceasing protection you have showered on us, we do seek the indomitable grace to be aware of your presence in all the days of our life.

10. **Prayer Before Examination**

Lord of Wisdom, bless me as I am about to write my examination. Help me to remember all that I have studied and write my examination well. Bless me with the fruits of my hard work.

11. **Prayer of St. Paul**

O Glorious Saint Paul, after persecuting the Church you became by God's grace its most zealous Apostle. To carry the knowledge of Jesus, our Divine Saviour, to the uttermost parts of the earth. Obtain for us the grace to labour strenuously to bring the faith to others and to accept any trials and tribulations that may come our way.

Prayer Songs

1. **There shall be showers of blessing**

This is the promise of love
There shall be seasons refreshing
Sent from the Savior above.

Showers of blessing / Showers of blessing we need
Mercy-drops round us are falling, But for the showers we plead

There shall be showers of blessing
Precious reviving again;
Over the hills and the valleys,
Sound of abundance of rain.

Showers of blessing / Showers of blessing we need
Mercy-drops round us are falling, But for the showers we plead

2. **Bless the Lord oh my soul**

O my soul, worship His holy Name.
Sing like never before, O my soul.
I'll worship Your holy Name.

The sun comes up, it's a new day dawning;
It's time to sing Your song again.
Whatever may pass and whatever lies before me,
Let me be singing when the evening comes.

Bless the Lord, O my soul,
O my soul, worship His holy Name.
Sing like never before, O my soul.
I'll worship Your holy Name

3. **Lord I lift Your name on high**

Lord I love to sing Your praises
I'm so glad You're in my life
I'm so glad You came to save us

You came from heaven to earth to show the way
From the earth to the cross, my debt to pay
From the cross to the grave, from the grave to the sky

Lord I lift Your name on high
You came from heaven to earth to show the way
From the earth to the cross, my debt to pay
From the cross to the grave, from the grave to the sky
Lord I lift Your name on high

4. **Sweet hour of prayer**

That calls me from a world of care
And bids me at my Father's throne
Make all my wants and wishes known
In seasons of distress and grief

My soul has often found relief
And oft escaped the tempter's snare
By Thy return, sweet hour of prayer
Sweet hour of prayer

Sweet hour of prayer
That calls me from a world of care
And bids me at my Father's throne
Make all my wants and wishes known

5. **Count Your blessings**

When upon life's billows
You are tempest tossed
When you are discouraged
Thinking all is lost

Count your many blessings
Name them one by one
And it will surprise you
What the lord has done

Count your blessings
Name them one by one
Count your blessings
See what God has done

Count your blessings
Name them one by one
Count your many blessings
See what God has done

6. **Our Father**

Hear our prayer
We are your children and
We've gathered here today
We've gathered here to pray

Hear our cry, Lord we need your mercy
And we need your grace today
Hear us as we pray
Our father who art in heaven

Hallowed be thy name
Our father hear us from heaven
Forgive our sins we pray
Our father who art in heaven

Hallowed be thy name
Our father hear us from heaven
Forgive our sins we pray

7. **Make me a channel of Your peace**

Where there is hatred, let me bring Your love
Where there is injury, Your pardon Lord
And where there's doubt, true faith in You
Oh, Master, grant that I may never seek

So much to be consoled as to console To
be understood as to understand
To be loved as to love with all my soul
Make me a channel of Your peace

Where there is hatred, let me bring Your peace
Where there is injury, Your pardon Lord
And where there's doubt, true faith in You

Rules & Regulations

1. Rules Related to School Admission

1. Registrations for admissions to various classes will begin in the month of September.

school record will be in accordance to the Birth Certificate / Transfer Certificate produced.
2. Application for admission should be made on the prescribed form available in the school office on payment.

3. The application form should be complete and duly signed by the candidate as well as the parent / guardian at appropriate places.

4. The application must be accompanied by the true copies of Birth Certificate, Transfer Certificate and attested copy of mark list.

5. A candidate seeking admission in the school must produce a Transfer Certificate from the school last attended, duly countersigned, along with the original birth certificate for age proof.

6. Original Birth Certificate, Aadhar Card are to be produced at the time of admission.

7. The date of birth, name of the student and parent's name in the
8. No pupil less than five years, four years and three years (as on 1st June of the school year) will be admitted to class I, UKG and LKG respectively. A corresponding scale of age is fixed for admission to the successive classes.

9. Students are admitted to Pre KG after two and half years of age.

10. For KG/Pre-KG admissions, a photograph of the ward with both parents should be submitted at the time of admission.

11. Admission to Pre School or KG cannot be treated as an assurance for admission to Class One.

12. The admission is confirmed only after paying the Admission Fee (or full fees of first term for Plus One) and submitting necessary documents.

13. Admission to the school is provisional until the CBSE confirms the same.

2. Academic Activity

Academic Excellence is maintained in the following ways:

- Classes are handled by well qualified, experienced, disciplined, positive and dedicated teachers.
- Teacher student ratio is 1:12
- Holistic Education.
- Regular Assessments.
- Remedial Teaching.

3. Instructions for Academic Excellence

1. A student will benefit much by association with individuals who demonstrate intelligence in their studies, overall performance, service, and leadership.
2. Self-reliance is the key to every achievement. Regular private tuition gradually destroys self-confidence and self-reliance. One must avoid it by all means and discern the commercial motives behind every inducement in this direction.
3. Moderation in food and other pleasures help one to realize values through self-discipline.
4. Regular systematic study and revision help one to reach any level of academic proficiency. As a rule, academic achievers rely on self-study especially in the morning hours. Keep the morning hours free for self-study.
5. An intelligent learner absorbs what is taught, reflects on it, asks questions and prepares personal notes.
6. Learning process is rather co-operative than competitive. Hence group study, discussion and co-operative learning are a great help for the academic achievement.
7. Noting down important points while reading or attending class is a great help.
8. Sincere efforts to carry out assignments and projects show the quality of the scholar.
9. Copying is self-defeating.

4. Assessment / Examination and Promotion

1. Assessment of students will be done in accordance with updated CBSE rules

2. Following will be the ways of assessment for Class One to Ten:
 - Periodic Assessments.
 - Portfolio: Class work, peer assessment, self-assessment, achievements of students.
 - Assessment of Subject Enrichment Activity: Marks will be awarded to the project / lab work / map work / speaking & listening activity/ assignment etc. completed by the student for each subject.
 - Multiple Assessments.
 - Term Assessments.

3. Class XI students must pass in both theory and practical separately in order to be promoted.

4. Retest will be given to the absentees only for Half Yearly and Annual Examination depending on the genuineness of the reason for not attending the examination.
5. Retest will be scheduled on the date of convenience of the concerned subject teacher.

6. A pupil is promoted to the next higher class on the basis of performance during the whole year. Hence regularity in attendance and studies is imperative.

7. For classes XI and XII the CBSE pattern of class tests, mid-term exams, term exams and annual exams are followed.

8. The students will also be assessed for the discipline which will be based on the factors like attendance, sincerity, behaviour, values, tidiness, respectfulness for rules and regulations, attitude towards society, nation and others.

9. Grading on discipline will be done term-wise on a 3-point grading scale. (A = Outstanding, B = Very Good, C = Fair)

10. Grading on Co-Scholastic Subjects will be done term-wise on a 3 or 5 point grading scale grouping the subjects to Physical and Health Education, Art Education and Work Education.

Clubs

All activities of the school are designed to mould the innate aptitude of the children. All the clubs function to develop leadership qualities and foster solidarity with the wider world.

Clubs	I - II	III - V	VI - VIII	IX & XI
1. Quiz	✓	✓	✓	×
2. Clay Modeling	✓	✓	×	×
3. Craft	✓	✓	×	×
4. Fitness	✓	✓	×	×
5. Puppetry	✓	✓	×	×
6. Origami	✓	✓	×	×
7. MC Club	×	✓	✓	×
8. Chess	×	✓	✓	×
9. Culinary	×	✓	✓	✓
10. Junior Scientists	×	×	✓	✓
11. Theatre	×	×	✓	×
12. Debate	×	×	✓	×
13. Balajanasakyam	×	×	✓	×
14. Graffiti	×	×	✓	×
15. Fashion Design	×	×	×	✓
16. Embroidery	×	×	×	✓
17. Videography	×	×	×	✓
18. Heritage & Tourism	×	×	×	✓
19. Writers' Forum	×	×	×	✓

School Activities

Zero Period - Zero Period activities are conducted every Thursday to help students overcome stage fright. The class is divided into groups and activities like Thought of the Day, News Reading, Reading Aloud, Recitation, Quiz, Speech and Extempore are conducted to equip students with confidence, general awareness and communication skill. These activities bring out the inherent talents of the students and mould them become a resourceful person.

Morning Assembly - The school conducts morning assembly for 3 days in a week. Primary objective of this gathering is to create oneness and patriotism among children. Activities like Thought of the Day, News Reading, Action Song, Story Telling, and Recitation in English, Hindi and Malayalam, Lecturette, Extempore, Speech etc are showcased. On certain occasions, eminent personalities are also invited to address the assembly so as to share their experience and knowledge with young children. Music is also an integral part of the assembly. It is a perennial training session for all Paulians to build up self-reliance, confidence and to get rid of stage phobia.

Dear Time - In this era of rapid technological advancement, St. Paul's remains unique through "Drop everything and Read" (DEAR) programme scheduled on every Wednesday. It is a time when the whole school reverberates with the silence of reading. It is a time of exultation when the mentors feel that the age old charm of reading is back to the campus with gusto, giving them immense satisfaction.

House System - The entire school is divided into 4 Houses representing four mountains in the world viz ALPS, ANDES, ATLAS and HIMALAYA. These mountain ranges represent four continents which reflect the global vision of the school. Shuffling of the houses will be done every alternate year. Various competitions and activities are articulated in such a way to bring out the hidden talents of all the students.

Student Council - The Student Council proves to be a platform to nurture leadership qualities among Paulians. The council is led by the

School Captain and Vice-Captain. The council also has House Captains, Vice-Captains, Class Prefects and a St. Paul's Kindergarten Captain.

Languages Taught - As per the CBSE norms, Hindi and Malayalam are taught as second and third language respectively. Students in IX / X can opt for either Hindi / Malayalam as their second language.

Foreign Languages - In order to position our students to the international community of people, two major European languages namely German and French are taught from classes VI - VIII.

Awards & Recognitions

All-Rounder Award	Cash Awards and mementos for the Best All-rounder of each class (Class I - XII) will be given based on Scholastic, Co-Scholastic and Life Skills assessment at the end of each academic year.
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Proficiency Awards	Mementos are awarded to students of each class (Class I - XII) who are proficient in academics.
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Star of the Month Badge	On the basis of the "Personality Enhancement Chart" maintained by the class teachers (Class I - XII), the student who scores maximum points will get the Star of the Month Badge.
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Awards for BBC Quiz Contest	On the basis of weekly BBC Quiz conducted, the highest achiever of the year from each class will be honoured.
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Awards for Full Attendance	Students who have full attendance for the current academic year will be felicitated.
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Withdrawal Rules

1. The Principal acting on behalf of the Management and on his/ her judgement reserves the right of asking for the withdrawal of any student for whom correction through the ordinary means was found ineffective.

2. Persistent offences against honesty, use of derogatory / bad language and showing antisocial behaviour will invite the immediate dismissal of the offender. In such cases, the principal is not bound to give reason for the action he / she has taken.

3. Parents or guardians who persistently disobey the school rules or who are constantly over demanding or who are invariably critical in their dealings with the school authorities or members of the staff will be deemed uncooperative. In the absence of a viable working relationship with them, the Principal has the right to demand the withdrawal of their ward.

4. Any child who fails to conform to the accepted traditional and conventional standards of ladylike or gentlemanliness in conduct, deportment or exposes himself / herself will be terminated from the school.

5. When parents are called to the school office by the Principal / teachers to discuss their ward's academic performance or general behaviour, they must assume that the reasons for such a call are of considerable importance or urgency.

6. In the absence of an immediate and whole hearted cooperation they shall be obliged to withdraw their children from the school.

School Uniform

1. The school uniform is obligatory on all school days and all the official functions.
2. It is the duty of the parents/guardians to see that students are neatly dressed in the prescribed school uniform as given below:
3. Formal uniform on all weekdays except on Wednesdays & Saturdays.
4. House colour uniform on Wednesdays & Saturdays.

5. Boys

Class I - IV _____

Normal Uniform _____

Check shirt with school emblem, tie & grey suiting shorts with school belt; black shoes without lace and with grey socks

House Uniform _____

House colour T-shirt with school emblem & black shorts with school belt; white canvas with lace and white socks.

Class V - X _____

Normal Uniform _____

Check shirt with school emblem, tie & grey suiting pants having two pleats with school belt; black shoes with lace and grey socks.

House Uniform _____

House colour T-shirt with school emblem and black pants with school belt; white canvas with lace and white socks.

Class XI - XII _____

Normal Uniform _____

Suiting Collar shirt with school emblem, tie & grey suiting pants having two pleats with school belt; black shoes with lace and grey socks.

House Uniform _____

Suiting Collar shirt with school emblem, tie & grey suiting pants having two pleats with school belt; black shoes with lace and grey socks.

Hairstyle Crew cut



6. Girls

Class I - IV _____

Normal Uniform _____

Grey shirt, checked pinafore with school emblem and school belt; Black buckled shoes and grey socks.

House Uniform _____

House colour T-shirt with school emblem & black skirt; white canvas with lace & white socks

Class V - X _____

Normal Uniform _____

Check shirt, grey pants and sleeveless jacket with school belt. Black buckled shoes and grey socks.

House Uniform _____

House colour T-shirt with school emblem, black pants and sleeveless jacket; White canvas Shoes with lace and white socks.

Class XI - XII _____

Normal Uniform _____

Nehru collar shirt, pants with school belt, double collar jacket with school emblem. Black buckled shoes and grey socks.

House Uniform _____

House colour T-shirt with school emblem, black pants and sleeveless jacket; White canvas with lace and white socks.

Hairstyle



7. Uniform pattern is available at the school office.

8. Students are not allowed to make any alteration in the pattern or the material of the uniforms as it is prescribed by the school. Disciplinary action may be initiated by the authorities, when there is a deviation from this rule.

9. Low-waist trousers, narrow pants, tight fit, slim fit, and pencil fit / short shirts are not allowed in the school.

10. During peak monsoon season the students are allowed to wear black sandals instead of school shoes.

11. Disciplinary action will be taken against those students who are not in proper uniform.

12. Students are not allowed to wear any kind of shawl, scarf, bangles, chains, bracelets, long ear-rings, etc in the school campus.

13. All buttons of the shirt should be fastened.

14. Rubber slippers are not permitted in the school.

15. Wearing torn, shabby, faded, unironed or misfitting uniform are strictly unacceptable to the school.

16. All boys must wear white vests. Shirts are to be tucked in properly.

17. It is mandatory for girls to wear slips and cotton tights (black / grey) as applicable to their uniform.

18. Finger nails must be pared.

19. Students are not permitted to:
 - Grow/polish their nails
 - Put tattoo and other body art
 - Wear expensive or funky jewellery including multiple ear studs
 - Use kajal / eyeliner / eye-shadow

Hair

1. The school doesn't entertain any fancy hairstyle, dyeing of hair or using hair gel. Hairstyle should be as per norms of proper grooming.

2. Boys should trim their hair short (Crew cut).

3. Senior boys must be in clean shave.

4. Girls with very short hair (bob cut) should use white hair bow.

5. Girls with hair up to shoulder level need to tie single pony with white hairband.

6. Girls with hair below the shoulder level may be single plaited at the back with a white hairband.

7. Hair should be pinned away from the forehead.

8. Flowers, fancy clips and hairbands are not allowed.

Library Rules

1. Library is open on all working days from 8.30 am to 4.30 pm

2. All students of the school are members of the library.

3. Perfect silence and order must be maintained in the library.
4. Handle the books with care and co-operate to preserve our repository.

5. To mark, underline, write in the book or tear off the pages of books/journals are considered not only as damaging the property of the school but

- also denying other students from being benefitted.
-
6. Please do not misplace the books on the racks. Seek the help of the librarian when needed.

 7. Sign in "E-Register" before entering the library using your identity card. Your signature is the evidence of your visit to the library.

 8. Do not bring your personal belongings (bag, file, umbrella, etc.) inside the library.

 9. Personal books, CDs, pen drives are not allowed inside the library. However, students are allowed to bring loose paper sheets / reference cards for taking notes.

 10. A student can borrow one book at a time for a period of one week.

 11. Books are to be returned on the due date without damage.

 12. Your School Identity Card is not transferable. Ensure that your Identity Card is not used by others.

 13. If a student is absent on the due date, he/she is requested to return it on the next working day.

 14. Books will be issued to the students of class III-V during their library periods only.

 15. Books will be issued to the students of class VI-XII during library working hours except on class time of the students.

 16. Reference books, rare books and periodicals will not be issued to the students under any circumstance. It is to be used only inside the library with utmost care.

 17. Failure to return a book on the expiry date will result in the payment of a fine proportionate to the number of days the book is overdue.

 18. The Librarian may call back any book at any time, even if the normal period of loan has not expired.

 19. In case if library book is misused, wrongly handled or lost, the person concerned will have to replace the book or pay the full price of the book or the price specified by the librarian.

 20. 'No-Dues Certificate' has to be obtained from the librarian while applying for Transfer Certificate from the school.

 21. Each student has to cooperate with the librarian for the smooth functioning of the library and its information system.

 22. Reader's card is compulsory for all the students to get books issued from the library.

General Behaviour



1. All students should reach the school premises at 8.30 am, 5 minutes before the morning bell and attend the morning assembly during which proper decorum is to be maintained.

2. Students should wear clean and well ironed school uniform stitched in the prescribed format.

3. It is mandatory for all students to wear school ID card in the school campus.

4. It is compulsory that all students come to school only in the stipulated school uniform even on days of special functions and rehearsals, unless specified otherwise.

5. Students should note down the homework assigned by the teachers in the school Almanac.

6. Snacks and drinks should be brought in unbreakable containers.

7. A turkey towel (1 ½ ft x 1 ft), spoon and a fork must be brought.

8. School discourages the use of plastic containers.

9. Teasing colleagues are considered as a serious offence. If repeated even after correction, will result in the expulsion of the offender from the school or legal action will be taken if necessary.

10. Use of abusive language, gestures and inappropriate behaviour in the campus and aboard the school buses will be dealt severely.

11. Copying or using unfair means in examination will invite severe disciplinary action as per school rules in force from time to time.

12. No fund raising or collection will be allowed in the school by the students unless approved by the Principal.

13. Students are not permitted to borrow/lend money or exchange any article with anybody inside the campus.

14. Excursions / educational trips / study tours, adventure camps etc. organised by the school are to be compulsorily participated by the students.

15. Each student must bring Student's Almanac to school every day and it should be with him / her in every class.

16. The school expects students to be polite, friendly and well behaved both inside and outside the school. They should be honest, truthful and respectful to the elders and teachers and also considerate to their juniors.

17. Students shall be responsible for the safe custody of their belongings. It is suggested that the student's name and class can be inscribed on all articles such as books, uniforms, shoes, lunch boxes, umbrellas, skating accessories etc.

18. Lost articles deposited in the School Office / Reception must be claimed within a month.

19. St. Paul's Campus is a plastic - free zone. Students are expected to co-operate in this matter to protect our Mother Earth. Littering the campus will be considered as an act of indiscipline.

20. The management or the school authorities are not responsible for any untoward / unforeseen incidents like accidents, delay or loss that may occur during excursions or study tour.

Rules of Discipline

for Students

21. Discipline is an integral part of learning process. To develop self-control, a student must be trained to bridle emotions and impulses, to live in harmony with others, to respect family traditions, to keep the laws of the country and to obey the commandments of God.

22. The school expects all students to maintain a high standard of general behaviour.

23. Act of violence and other indiscipline / misconduct

including physical or sexual abuse, bullying or ragging, smoking, consumption of liquor / drugs etc. are considered as grave offences, which will be dealt seriously.

24. Disciplinary action will be meted out in accordance with the gravity of the offence. It may vary from debarring from attending classes, collective and heavy fine in case of group offenders and even go to the extent of rustication or expulsion.

25. Any form of deviant or aggressive behaviour will be recorded in behavioural terms in the school documents.
-
26. Irregular attendance, truancy, insubordination to teachers, habitual neglect of studies and obscenity in word or act are subject to disciplinary action at the discretion of the Principal / Director.
-
27. Students are not permitted to bring to the campus any of the following:
- Mobile phone or any such communication devices.
 - I-Pod, MP3 Player, Tablets, Camera, Computer Games ,
 - Playing cards, pen drive or any such entertainment gadgets and electronic devices.
 - Motorbike, Scooter or any motorized two-wheeler.
-
28. Students are not permitted to keep money with them other than what is entrusted by their parents for a specific purpose.
-
29. Students are not allowed to wear smart watch / Fitness band.
-
30. While moving out of the class, students should go silently in a single line keeping to the left side of the corridors.
-
31. Movement of students after assembly to their respective class rooms, to and from Physical Education classes, Library, Laboratories etc. should be in silence and in an orderly manner.
-
32. Without permission a student shall not leave the classroom or enter other classrooms.
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33. Students are not allowed to enter teachers' staff room without permission or in the absence of any teacher.
-
34. All students must attend the morning assembly during which proper decorum is to be maintained.
-
35. If the Principal / Director is convinced that a student had indulged in any kind of unwholesome practice, disobedience and disrespect towards teachers, other school staff and authorities, malpractice in tests/examination, immoral behaviour in or outside the school or any activity which the Principal / Director considers detrimental to the school and its future, he / she will be immediately dismissed from the school.
-
36. The school takes no responsibility for the loss of students' valuables.
-
37. Students are expected to behave with dignity outside the school premises also.

- Any activities of the student outside the school premises or in public places which may harm the name, reputation and discipline of the school will be addressed and disciplinary action will be initiated, if found necessary.
-
38. On birthdays, students from class I to V may wear decent and neat colour dress along with their ID cards. Students from class VI to XII are to be in regular uniform on all days.
-
39. Student counselling is permitted during the school hours. Any kind of emotional or behavioural or academic problem may be discussed in person with the school counsellor.
-
40. During the interval time, students are not allowed to play in the ground. Running on the verandas / corridors is strictly prohibited.
-
41. Students must compulsorily speak English while in the school campus or while travelling by school buses.
-
42. Every student shall endeavour to keep up the high standard of the school excelling in studies, good manners and deportment / personal conduct.
-
43. Politeness and courtesy in speech and conduct as well as cleanliness and grace of person are to be cultivated and cherished.
-
44. All students are sincerely exhorted to cultivate the habit of morning and evening prayer. Catholic students are advised to assist the Holy Mass regularly and frequent the sacraments and thus witness Christ in their daily lives. Catholic parents should encourage their children in this matter.

School Conveyance

45. The school runs its own buses for the conveyance of the pupils. Details of the routes can be collected from school office.
-
46. The bus charges vary according to the distance of boarding by the students. Bus fees should be paid in two instalments.
-
47. Students are expected to be well behaved and quiet while commuting in the school bus.

- 48. Students have to respect and obey the bus driver and the helper under all circumstances.

- 49. Any damage to the school conveyance will be dealt seriously and it has to be compensated by the parents.

- 50. As a safety measure students should not put their hands and heads out of the bus.

- 51. Eating of snacks is not allowed in the school bus.

- 52. Parents have to make necessary arrangements to drop over and to collect back their children from the scheduled bus stops.

- 53. If the school authorities are unable to ply the buses due to unavoidable circumstances on any of the working days, school bus students have to make their own arrangements to reach the school in time.

Do's & Don'ts

- 54. Students should maintain cleanliness in the school campus.

- 55. Waste paper, chocolate wrappers, empty cans etc. should be disposed only in bins provided for this purpose.

- 56. Students should avoid carving, writing or scratching on walls, furniture and other school property.

- 57. Defacing or damaging classrooms, furniture, electric or electronic equipment or any school property shall invite disciplinary action including imposing heavy fine individually or collectively in proportion to the extent of the damage caused.

- 58. Report cards are important documents and have to be kept neat and safe. In case if it is lost, a fine of Rs.100 has to be paid for procuring a copy of the same.

- 59. School Identity Card is mandatory. If lost or damaged, the student has to report at the school office through the almanac duly signed by the parents. New Identity Card may be obtained from the office after a payment of Rs.150.

60. If badges lost or damaged, the student has to report at the office through the class teacher. New badge shall be obtained after a payment of Rs.200.

61. Students should switch off lights and fans when not in use.

62. Any damage caused to the property of the school or of other students' must be compensated. Students must report such cases of damage to the manager through the class teachers.

Leave of Absence

63. No student should leave the school premises during the school hours without the written permission of the Principal.

64. All leave applications should bear the signature of the parent or guardian.

65. A student absent from the school for a period of fourteen consecutive working days without valid reason or prior permission, is liable to have his / her name removed without advance notice.

66. No leave of absence will be granted except for valid reasons with the prior written application of the parent or guardian.

67. Applications for medical leave should always be accompanied

by a medical certificate from a certified medical practitioner.

68. All leave applications should be noted in the prescribed 'Leave or Absence Record' in the school almanac.

69. No leave will be granted to students of class IX, X, XI and XII unless and otherwise it is utmost necessary.

70. During exam days no leave will be granted to ANY student.

71. School discourages the leave request even for a few hours on a working day, as attendance is compulsory for the entire day, or else it will affect the child's progress and diminish his / her interest in regular studies.

Guidelines for Parents



- 72. Parents have to ensure that the rules of the school are strictly followed by their wards.

- 73. Parents must ensure that their wards are punctual to school and also reach back home in time.

- 74. Parents must ensure that their wards wear neat, clean and complete uniform.

- 75. Encourage your wards to participate in co-curricular and extracurricular activities of the school.

- 76. Parents should check the Almanac on a daily basis and look for teacher's comments. If found any, the parents should sign in the specified column to confirm that they have read the same.

- 77. Return all answer sheets duly signed within two days after the distribution in the class.

- 78. Please ensure that you are present on the days when parent - teacher interactions are planned for your ward. You may discuss with the teacher's the strategies for better performance and overall development of your wards.

- 79. No parent or a relative or a family friend is allowed to meet the students during the school hours. If there is any emergency, then permission has to be taken from the Principal.

- 80. Parents are expected to see that their wards are taken home immediately after the school hours. They must not be left waiting for their parents after the school hours.

- 81. School authorities are not responsible for the safety of pupils after school hours.

- 82. Parents are requested to read the rules in the Almanac especially those regarding attendance, discipline, payment of fees and parental co-operation. Ignorance shall not be an excuse for any lapse.

- 83. There will not be any school conveyance for remedial classes, extra classes or competitions conducted in other schools. Parents have to make their own arrangements to escort their wards whenever

they participate in competitions outside the school.

84. If a child sustains an injury while in the school, first aid will be administered in the school. If the injury is of serious nature, the child will be taken to the hospital after informing the parent. However, in the event of any mishap, the school does not take any legal responsibility.

85. Parents have to make sure that the student attends remedial classes as and when a teacher feels it is required to improve the student's performance. Parents are requested to see that their wards avail this opportunity.

86. Read the circulars, e-mails, SMS messages or notices issued by the School and respond promptly at the best interest of the children.

87. Leave taken must be informed to the class teacher in writing.

88. Emergency leave must be informed in the office in the morning before 9 am.

89. Medical certificate has to be produced if leave is taken on medical grounds.

90. Students falling short of attendance may not be allowed

to appear in the annual examination.

91. Students must not be sent to school if they suffer from infectious diseases like chickenpox, measles, mumps, H1N1, conjunctivitis, Covid etc. They are allowed to resume their classes only after they produce a certificate of medical fitness.

92. Kindly inform the class teacher if your ward is suffering from any physical / psychological problem. This is to ensure that necessary action can be taken, if there is any emergency.

93. Home cooked nutritious food should be encouraged for the good health of the children. Avoid sending junk food as snacks or lunch for your ward.

94. Encourage your ward to read newspaper every day.

95. Help your ward develop his / her own library at home. Let him / her learn from encyclopaedia and motivational books.

96. Encourage your ward to develop a habit of saving money or doing any good service to the society under your supervision or under the supervision of the school.

97. Change of address, telephone number or email id must be intimated to the school immediately. School will not be responsible for any loss resulting from the non-availability of changed address.

98. Holidays declared by the Govt. or by the District Collector will be taken as holidays for the School.

99. Opportunities are provided to the students to take part in

competitions conducted by CBSE and other external agencies which include
 (a) Olympiads- Science, Cyber, Maths, English, GK, Social Science, Hindi, Commerce,
 (b) PCM, Balarama Scholarship Exam, Britannia Conquest, Spell Bee contest etc.

100. Avoid criticizing the school or the school staff in your ward's presence. This will help them to be respectful to the teachers.

Grievances

101. Grievances, complaints, suggestions or remarks if any, may be forwarded to the Principal through the class teacher in writing or may be dropped into the School Complaint Box.

102. Please make sure that your note contains the following:

- Name, Class and Division of the pupil
- Date and time of incident
- Whether class teachers or concerned authorities were intimated
- Content of grievance and suggestion for corrective action.
- Students can post their grievance to School authorities through spis4u@spis.edu.in

Rules Related to Fee Remittance

103. All payments to the School must be made online through the **Federal Bank E-Pay** which is the Fee Payment Portal of Federal Bank. For details visit <https://epay.federalbank.co.in/easypayments>
-
104. Fee if fully paid for the entire Academic Year before May 31st shall get 4% deduction.
-
105. Fees can be paid in instalments as given below:
- First Term:** 09.06.2023
- Second Term:** 09.08.2023
- Third Term:** 09.11.2023
- Fourth Term:** 09.02.2024
- Conveyance Fee 1st Instalment:** 25.04.2023
- Conveyance Fee 2nd Instalment:** 09.11.2023
-
106. Late remittance of fee for more than ten days will attract a fine of Rs.50 and further Rs.25 will be charged for each seven day.
-
107. Use of school conveyance for a few days or months is not allowed.
-
108. Fees once paid are not refundable.
-
109. Conveyance Fee can be remitted at the School Office via QR Code.
-
110. In view of rising inflation, bills, taxes, remuneration and payments, the fee structure will be hiked 5% in the beginning of each academic year.

School Stores

- The School Stores located at the Ground Floor near the Administrative Office provides items on a **Pre-Payment Basis**.

- Student requiring any item can get the consent of class teacher in the Almanac against which the rates will be given by the Store-keeper.

- Parents shall make the payment through Google Pay and send the Transaction ID to the office WhatsApp number with student's name.
Office WhatsApp No. 80788 31777

- The item will be issued to the ward in their respective classrooms after verifying the Transaction ID.

- This code is used only for issues related to store and conveyance fee remittance



General Norms

- Acting on behalf of the Managing Committee, the Principal is empowered to waive any of the rules in this Almanac without assigning any reason for one's action.

- The interpretation of any rule in this Almanac as well as any amendment to it, rests solely and entirely with the School Management. Such interpretation and decision shall be final and binding on parents or guardians and no case shall be liable in the Court of Law.

Declaration ★

Student - Parent Declaration

To
The Principal
St. Paul's International School, Kalamassery

Respected Sir/Madam

I, Master / Kumari <Ward's Name>

have read and understood all the rules and regulations mentioned in this School Almanac. I hereby promise to abide by the rules and regulations contained in the School Almanac concerning my uniform, admission, attendance, discipline etc. of St. Paul's International School and follow the Code of Conduct prescribed for the Students as in force from time to time and subsequent changes, modifications, amendment made thereto. I will always strive to uphold the values of the School and inspire others to follow them.

Signature with Date

Name of the Student & Class

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.....

.....

I <Parent's Name>

parents of Master / Kumari <Ward's Name>

have read the rules and regulations of the School mentioned in this Almanac. As parent/guardian, I hereby fully endorse the above undertaking/declaration given by my child/ward. I will strive my best, to make sure, that my child/ward does his/her best to observe the above stated undertaking in letter and spirit.

Signature with Date

Name of the Parent / Guardian & Relation

.....

.....

.....

Declaration ★

Student - Parent Declaration

To
The Principal
St. Paul's International School, Kalamassery

Respected Sir/Madam

I, Master / Kumari <Ward's Name>

have read and understood all the rules and regulations mentioned in this School Almanac. I hereby promise to abide by the rules and regulations contained in the School Almanac concerning my uniform, admission, attendance, discipline etc. of St. Paul's International School and follow the Code of Conduct prescribed for the Students as in force from time to time and subsequent changes, modifications, amendment made thereto. I will always strive to uphold the values of the School and inspire others to follow them.

Signature with Date

Name of the Student & Class

.....

.....

.....

I <Parent's Name>

parents of Master / Kumari <Ward's Name>

have read the rules and regulations of the School mentioned in this Almanac. As parent/guardian, I hereby fully endorse the above undertaking/declaration given by my child/ward. I will strive my best, to make sure, that my child/ward does his/her best to observe the above stated undertaking in letter and spirit.

Signature with Date

Name of the Parent / Guardian & Relation


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Personal Record & Declaration

To be filled in by the parents 

Name: Male Female

Class & Division: Admission No:

Nationality: Aadhaar No:

Date of Birth: Blood Group:

Identification Marks 1:

Identification Marks 2:

Religion Community

Residential Address:

Phone 01: Phone 02:

Parents E-mail ID:

Father's Name:

Father's Profession: Phone:

Father's Office Address:

Mother's Name:

Mother's Profession: Phone:

Mother's Office Address:

If siblings study at St. Paul's, their names

1. Class & Div.

2. Class & Div.

Mode of Transport Please tick

School Bus Parent's Vehicle Private Bus KSRTC Bus

Metro Rail Bicycle On Foot Others

If School transportation Route Number:


Boarding point: Alighting Point:

If Private Vehicles used Vehicle Number:

Driver's Name & Phone No:

Remarks if any

Personal Record & Declaration

To be filled in by the parents 

Name: Male Female

Class & Division: Admission No:

Nationality: Aadhaar No:

Date of Birth: Blood Group:

Identification Marks 1:

Identification Marks 2:

Religion Community

Residential Address:

Phone 01: Phone 02:

Parents E-mail ID:

Father's Name:

Father's Profession: Phone:

Father's Office Address:

Mother's Name:

Mother's Profession: Phone:

Mother's Office Address:

If siblings study at St. Paul's, their names

1. Class & Div.

2. Class & Div.

Mode of Transport Please tick

School Bus Parent's Vehicle Private Bus KSRTC Bus

Metro Rail Bicycle On Foot Others

If School transportation Route Number:

Boarding point: Alighting Point:

If Private Vehicles used Vehicle Number:

Driver's Name & Phone No:

Remarks if any

Paulian Health Record

To be filled in by the parents

Name: _____ Male Female

Class & Division: _____ Admission No: _____

Date of Birth: _____ Blood Group: _____

Height in cm: _____ Wt in kg as on: _____

Vaccination completed till the age of five Yes No Remarks: _____

Asthma or breathing problem Yes No

Chronic illness (if yes mention the illness) Yes No

Congenital heart disease Yes No

Convulsion Yes No

Allergic to any Food/ Materials/ Yes No

If allergic give description of its condition and medication

_____ Particular Information if any

_____ Name & Signature of Father / Mother / Guardian

.....
Maintained by the School Health Professional

The Major Parameters of Annual Medical Check up to be filled in by the Health Professionals

Height in cm: _____ Wt in kg as on: _____

Skin: _____ Nails: _____

Neck: _____ Hair: _____

Ear: _____ Nose: _____

Throat: _____

Dental, Extra-oral: _____ Intra-oral _____
a) Tooth cavity: _____ b) Plaque _____
c) Gum inflammation: _____ d) Stains _____
e) Tarter: _____ f) Bad breath _____
g) Gum Bleeding: _____ h) Soft tissue _____

Eyes, Right: _____ Eyes, Left _____
Anemia Mild Moderate Severe Absent

General Cleanliness _____

Allergy (if any) _____

History _____

Systemic Examination _____

Respiratory System _____

Cardio vascular system _____

Abdomen _____

Nervous System _____

Doctor's Note _____

Date of Examination _____

Signature with Date _____ Name & Designation _____
..... ..

Paulian Health Record

To be filled in by the parents

Name: _____ Male Female

Class & Division: _____ Admission No: _____

Date of Birth: _____ Blood Group: _____

Height in cm: _____ Wt in kg as on: _____

Vaccination completed till the age of five Yes No Remarks: _____

Asthma or breathing problem Yes No

Chronic illness (if yes mention the illness) Yes No

Congenital heart disease Yes No

Convulsion Yes No

Allergic to any Food/ Materials/ Yes No

If allergic give description of its condition and medication

Particular Information if any

Name & Signature of Father / Mother / Guardian

.....

Maintained by the School Health Professional

P A U L I A N P A R E N T S S T U D E N T S

The Major Parameters of Annual Medical Check up to be filled in by the Health Professionals

Height in cm: _____ Wt in kg as on: _____

Skin: _____ Nails: _____

Neck: _____ Hair: _____

Ear: _____ Nose: _____

Throat: _____

Dental, Extra-oral:	Intra-oral			
a) Tooth cavity:	b) Plaque			
c) Gum inflammation:	d) Stains			
e) Tarter:	f) Bad breath			
g) Gum Bleeding:	h) Soft tissue			
Eyes, Right:	Eyes, Left			
Anemia	<input type="checkbox"/> Mild	<input type="checkbox"/> Moderate	<input type="checkbox"/> Severe	<input type="checkbox"/> Absent

General Cleanliness

Allergy (if any)

History

Systemic Examination

Respiratory System

Cardio vascular system

Abdomen

Nervous System

Doctor's Note

Date of Examination

Signature with Date	Name & Designation
.....

Non Observance Record

for the month of..... ★

Date	Uniform	Shoes	Socks	Tie	Belt	ID Card	Late Coming	Not Disciplined	Hair Style	Grooming	Nail		Parent's Signature	Teacher's Signature
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A S T U D E N T - P A R E N T G U I D E

Non Observance Record

for the month of..... ★

St. Paul's International School, Kalamassery

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Non Observance Record

for the month of..... ★

Date	Uniform	Shoes	Socks	Tie	Belt	ID Card	Late Coming	Not Disciplined	Hair Style	Grooming	Nail	Parent's Signature	Teacher's Signature
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Non Observance Record

for the month of..... ★

St. Paul's International School, Kalamassery

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Non Observance Record

for the month of..... ★

St. Paul's International School, Kalamassery

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Non Observance Record

for the month of..... ★

St. Paul's International School, Kalamassery

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Non Observance Record

for the month of..... ★

Date	Uniform	Shoes	Socks	Tie	Belt	ID Card	Late Coming	Not Disciplined	Hair Style	Grooming	Nail	Parent's Signature	Teacher's Signature
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Parent's consent

for Study Tour _____★

To,
The Principal
St. Paul's International School Kalamassery

Respected Sir / Madam

I <Parent's Name>

parent of Master / Kumari <Ward's Name>

..... from the Class of

hereby consent to permit my child join the Annual Study Tour
conducted by St. Paul's International School scheduled on

.....

I have no objection in sending my ward for Study Tour as
mentioned in the itinerary. In case of any unforeseen contingencies,
I will not hold the School Management, Principal, Teachers or
organizers responsible.

Yours sincerely

Signature of Parent / Guardian with Date

Name:

Relation:

Parent's consent

for Study Tour _____★

To,
The Principal
St. Paul's International School Kalamassery

Respected Sir / Madam

I <Parent's Name>

parent of Master / Kumari <Ward's Name>

..... from the Class of

hereby consent to permit my child join the Annual Study Tour
conducted by St. Paul's International School scheduled on

.....

I have no objection in sending my ward for Study Tour as
mentioned in the itinerary. In case of any unforeseen contingencies,
I will not hold the School Management, Principal, Teachers or
organizers responsible.

Yours sincerely

Signature of Parent / Guardian with Date

Name:

Relation:

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Calendar

of academic events 2023 -2024 

2023 JUNE

Date / Day	Academic & Co-scholastic Events
01. Thu	School Reopening Students' Retreat
02. Fri	
03. Sat	Class for Std VI-XII
04. Sun	
05. Mon	Assembly Theme - World Environment Day
06. Tue	
07. Wed	
08. Thu	Vidyarambham for LKG / World Ocean Day
09. Fri	Holy Mass for Class X to XII
10. Sat	
11. Sun	
12. Mon	Assembly Theme - Anti-Child Labour Day
13. Tue	
14. Wed	
15. Thu	
16. Fri	Holy Mass for Class VII to IX
17. Sat	
18. Sun	
19. Mon	Assembly Theme - Reading Week
20. Tue	Reading Week
21. Wed	Reading Week / International Yoga Day
22. Thu	Reading Week
23. Fri	Reading Week / Holy Mass for Class IV to VI
24. Sat	Reading Week Class for Std VI-XII
25. Sun	
26. Mon	Assembly Theme - Our Heavenly Patron Saint Paul
27. Tue	
28. Wed	Bakrid
29. Thu	Feast of Saint Paul our Heavenly Patron
30. Fri	Holy Mass for Class I to III

Date / Day		Academic & Co-scholastic Events
01.	Sat	Class for Std VI-XII
02.	Sun	
03.	Mon	
04.	Tue	
05.	Wed	Student Council Investiture Ceremony
06.	Thu	
07.	Fri	Holy Mass for Class X to XII
08.	Sat	
09.	Sun	Idul-As-ha
10.	Mon	<i>Assembly Theme - World Population Day</i>
11.	Tue	
12.	Wed	Club Inauguration
13.	Thu	Inter-house Basketball Championship
14.	Fri	Inter-house Basketball / Holy Mass for VII-IX
15.	Sat	
16.	Sun	
17.	Mon	Karkkida Vavu
18.	Tue	1st Periodic Test I-VIII, Pre-Mid Term IX-X, 1st Mid Term XI-XII
19.	Wed	
20.	Thu	
21.	Fri	Holy Mass for Class IV to VI
22.	Sat	Pie Day / Class for Std VI-XII
23.	Sun	
24.	Mon	
25.	Tue	
26.	Wed	Kargil Day
27.	Thu	
28.	Fri	Muharam
29.	Sat	Class for Std VI-XII
30.	Sun	
31.	Mon	Inter-House Art and Cultural Competitions

2023 AUGUST

Date / Day Academic & Co-scholastic Events

01.	Tue	Inter-House Art and Cultural Competitions
02.	Wed	
03.	Thu	
04.	Fri	Basketball Championship / Holy Mass for Class I to III
05.	Sat	All Kerala Inter-School Basketball Championship Class for VI-XII
06.	Sun	
07.	Mon	Inter-House Quiz Competition [Category V]
08.	Tue	Inter-House Quiz Competition [Category I-II]
09.	Wed	Inter-House Quiz Competition [Category III-IV]
10.	Thu	Inter-House Football Competition
11.	Fri	Football Competition/Holy Mass for Class X to XII
12.	Sat	
13.	Sun	
14.	Mon	
15.	Tue	Independence Day Celebrations
16.	Wed	
17.	Thu	
18.	Fri	Holy Mass for Class VII to IX
19.	Sat	Open House
20.	Sun	
21.	Mon	
22.	Tue	
23.	Wed	Inter-House Roller Skating Championship
24.	Thu	
25.	Fri	Onam Celebrations & Dispersal at 11.45am
26.	Sat	Onam Holidays - 02
27.	Sun	Onam Holidays - 03
28.	Mon	Onam Holidays - 04
29.	Tue	Thiru Onam
30.	Wed	Onam Holidays - 06
31.	Thu	Sri Narayana Guru Jayanti

Date / Day		Academic & Co-scholastic Events
01.	Fri	Onam Holidays - 08
02.	Sat	Onam Holidays - 09
03.	Sun	Onam Holidays - 10
04.	Mon	School Reopens after Onam Holidays
05.	Tue	Teachers' Day
06.	Wed	Sri Krishna Jayanti
07.	Thu	2nd Periodic Test: I-VIII
08.	Fri	Holy Mass for Class IV to VI
09.	Sat	World First Aid Day
10.	Sun	
11.	Mon	
12.	Tue	
13.	Wed	
14.	Thu	Hindi Language Day
15.	Fri	International Day of Democracy/Holy Mass for Class I to III
16.	Sat	
17.	Sun	
18.	Mon	Inter-House Chess Competition
19.	Tue	
20.	Wed	Inter-House Carroms Competition
21.	Thu	Sri Narayana Guru Samadhi
22.	Fri	Badminton Championship / Holy Mass for Class X to XII
23.	Sat	Class for Std VI-XII
24.	Sun	
25.	Mon	<i>Assembly Theme - Mahatma Gandhi</i>
26.	Tue	
27.	Wed	Milad-UI-Nabi
28.	Thu	
29.	Fri	Annual Academic Exhibition
30.	Sat	Annual Academic Exhibition

2023

OCTOBER

Date / Day	Academic & Co-scholastic Events
01. Sun	
02. Mon	Gandhi Jayanti
03. Tue	
04. Wed	
05. Thu	
06. Fri	Holy Mass for Class VII to IX
07. Sat	Class for Std VI-XII / Inter School Graffiti Competition
08. Sun	
09. Mon	Mid-Term: IX-X / 1st Term: XI-XII / Half Yr Exam I-VIII
10. Tue	
11. Wed	
12. Thu	
13. Fri	Holy Mass for Class IV to VI
14. Sat	
15. Sun	
16. Mon	
17. Tue	
18. Wed	
19. Thu	
20. Fri	Holy Mass for Class I to III
21. Sat	Study Tour for Std X - XII
22. Sun	Study Tour for Std X - XII
23. Mon	Maha Navami (Study Tour for Std X - XII)
24. Tue	Vijaya Dasami
25. Wed	
26. Thu	
27. Fri	Annual Sports Day - 01 Athletics
28. Sat	Annual Sports Day - 02 Closing
29. Sun	
30. Mon	
31. Tue	National Unity Day

Date / Day		Academic & Co-scholastic Events
01.	Wed	Kerala Piravi Malayalam Debate Afternoon Holiday
02.	Thu	
03.	Fri	English Debate [Category - IV] / Holy Mass for X to XII
04.	Sat	Open House
05.	Sun	
06.	Mon	
07.	Tue	English Debate for Category - III
08.	Wed	Hindi Debate
09.	Thu	
10.	Fri	International Science Day / Holy Mass for VII to IX
11.	Sat	
12.	Sun	Diwali
13.	Mon	1st Model [X & XII] Post Mid Term [IX], 2nd Mid Term [XI]
14.	Tue	Children's Day
15.	Wed	
16.	Thu	
17.	Fri	Holy Mass for Class IV to VI
18.	Sat	
19.	Sun	
20.	Mon	
21.	Tue	
22.	Wed	
23.	Thu	
24.	Fri	Holy Mass for Class I to III
25.	Sat	Class for Std VI-XII
26.	Sun	National Constitution Day
27.	Mon	Awareness on Indian Constitution
28.	Tue	
29.	Wed	
30.	Thu	

2023 DECEMBER

Date / Day Academic & Co-scholastic Events

01.	Fri	
02.	Sat	Annual Day Celebrations
03.	Sun	
04.	Mon	
05.	Tue	
06.	Wed	Ambedkar Day
07.	Thu	
08.	Fri	Tour for Std I / Holy Mass for Class X to XII
09.	Sat	
10.	Sun	
11.	Mon	3rd Periodic Test for I to VIII, 2nd Model - X & XII
12.	Tue	
13.	Wed	
14.	Thu	
15.	Fri	Tour for Std II / Holy Mass for Class VII to IX
16.	Sat	
17.	Sun	
18.	Mon	
19.	Tue	
20.	Wed	
21.	Thu	
22.	Fri	National Mathematics Day / Holy Mass for IV to VI
23.	Sat	Christmas Celebrations & Dispersal at 11.45am
24.	Sun	Christmas Holidays - 02
25.	Mon	Christmas Holidays - 03
26.	Tue	Christmas Holidays - 04
27.	Wed	Christmas Holidays - 05
28.	Thu	Christmas Holidays - 06
29.	Fri	Christmas Holidays - 07
30.	Sat	Christmas Holidays - 08
31.	Sun	Christmas Holidays - 09

Date / Day		Academic & Co-scholastic Events
01.	Mon	Christmas Holidays-10 / New Year
02.	Tue	Mannam Jayanti
03.	Wed	School Reopens after Christmas Holidays
04.	Thu	
05.	Fri	Holy Mass for Class I to III
06.	Sat	Partenza - 2024
07.	Sun	
08.	Mon	Post Mid Term Exam for Std X
09.	Tue	
10.	Wed	
11.	Thu	
12.	Fri	Tour for Std IX / Holy Mass for Class X to XII
13.	Sat	
14.	Sun	
15.	Mon	
16.	Tue	
17.	Wed	Out Reach Programme
18.	Thu	
19.	Fri	Holy Mass for Class VII to IX
20.	Sat	Tour for Std VIII
21.	Sun	
22.	Mon	
23.	Tue	
24.	Wed	
25.	Thu	Feast of Conversion of St. Paul
26.	Fri	Republic Day
27.	Sat	Tour for Std VII
28.	Sun	
29.	Mon	4th Periodic Test [I-VIII], Annual Exam [IX & XI]
30.	Tue	
31.	Wed	

2024 FEBRUARY

Date / Day Academic & Co-scholastic Events

01.	Thu	
02.	Fri	Holy Mass for Class IV to VI
03.	Sat	Tour for Std VI
04.	Sun	
05.	Mon	
06.	Tue	
07.	Wed	
08.	Thu	
09.	Fri	Tour for Std V / Holy Mass for Class I to III
10.	Sat	
11.	Sun	
12.	Mon	Awareness on Social Justice
13.	Tue	World Day of Social Justice
14.	Wed	
15.	Thu	
16.	Fri	Holy Mass for Class VII to IX
17.	Sat	Tour for Std IV
18.	Sun	
19.	Mon	
20.	Tue	
21.	Wed	
22.	Thu	
23.	Fri	Holy Mass for Class I to III
24.	Sat	Tour for Std III
25.	Sun	
26.	Mon	
27.	Tue	
28.	Wed	National Science Day
29.	Thu	

Date / Day

Academic & Co-scholastic Events

01.	Fri	Holy Mass for Class IV to VI
02.	Sat	
03.	Sun	
04.	Mon	
05.	Tue	
06.	Wed	
07.	Thu	
08.	Fri	Sivarathri
09.	Sat	
10.	Sun	
11.	Mon	Annual Exam - 01
12.	Tue	
13.	Wed	Annual Exam - 02
14.	Thu	
15.	Fri	Annual Exam - 03
16.	Sat	
17.	Sun	
18.	Mon	Annual Exam - 04
19.	Tue	
20.	Wed	Annual Exam - 05
21.	Thu	
22.	Fri	Annual Exam - 06 and Valedictory Assembly
23.	Sat	Evaluation - 01
24.	Sun	
25.	Mon	Evaluation - 02
26.	Tue	Evaluation - 03
27.	Wed	Evaluation - 04
28.	Thu	Maundy Thursday
29.	Fri	Good Friday
30.	Sat	
31.	Sun	Easter

2024 APRIL

Date / Day Academic & Co-scholastic Events

01. Mon Evaluation - 05

02. Tue Evaluation - 06

03. Wed Evaluation - 07

04. Thu Open House

05. Fri Staff Closing

06. Sat

07. Sun

08. Mon

09. Tue

10. Wed

11. Thu

12. Fri

13. Sat

14. Sun

15. Mon

16. Tue

17. Wed

18. Thu

19. Fri

20. Sat

21. Sun

22. Mon

23. Tue

24. Wed

25. Thu

26. Fri

27. Sat

28. Sun

29. Mon

30. Tue

2024 MAY

Date / Day Academic & Co-scholastic Events

01.	Wed	
02.	Thu	
03.	Fri	
04.	Sat	
05.	Sun	
06.	Mon	
07.	Tue	
08.	Wed	
09.	Thu	
10.	Fri	
11.	Sat	
12.	Sun	
13.	Mon	
14.	Tue	
15.	Wed	
16.	Thu	
17.	Fri	
18.	Sat	
19.	Sun	
20.	Mon	Retreat for Teaching Staff
21.	Tue	Orientation Program
22.	Wed	Academic Planning
23.	Thu	
24.	Fri	
25.	Sat	
26.	Sun	
27.	Mon	
28.	Tue	
29.	Wed	
30.	Thu	
31.	Fri	

List of Office Holidays

All Second Saturdays and Sundays

2023

- June 28, Wed - **Bakrid**

 - August 15, Tue - **Independence Day**

 - August 26, Sat - **Onam Holidays**

 - August 28, Mon - **Onam Holidays**

 - August 29, Tue - **Thiru Onam**

 - August 30, Wed - **Onam Holidays**

 - September 21, Thu - **Sree Narayana Guru Samadhi**

 - October 02, Mon - **Gandhi Jayanthi**

 - October 24, Tue - **Vijayadashami**

 - November 01, Wed - **All Souls Day (Half Day Afternoon)**

 - November 12, Sun - **Diwali**

 - December 25, Mon - **Christmas**

 - December 26, Tue - **Christmas Holidays**
-

2024

- January 01, Mon - **New Year**

- January 26, Fri - **Republic Day**

- March 08, Fri - **Sivarathri**

- March 28, Thu - **Maundy Thursday**

- March 29, Fri - **Good Friday**

- March 30, Sat - **Holy Saturday**

- March 31, Sun - **Easter Sunday**

- April 10, Wed - **Id-UI-Fitr / Ramzan**

St. Paul's International School
Management Team _____★

MANAGING
TRUSTEES

**The Most Rev. Dr. Joseph
Kalathiparambil**
Archbishop of Verapoly

Very Rev. Msgr. Mathew Kallingal
Vicar General, Archbishop of Verapoly

Very Rev. Fr. Sojan Maliekkal
Procurator, Archbishop of Verapoly

DIRECTOR

Rev. Fr. Sabu Nedunilath
Trust Secretary

PRINCIPAL

Mrs. Sunitha Binu Samuel

VICE
PRINCIPAL

Mrs. Deepa Manoj

SCHOOL
CO-ORDINATOR

Mrs. Maria Lincy P.L.

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Faculty Members

ENGLISH
DEPARTMENT

Mrs. Delphi T.V. / In-Charge
Mrs. Suby V. George, Mrs. Anusri C.R.,
Mrs. Ruby Paul, Mrs. Siney Rajan,
Mrs. Mily Benoy, Mrs. Evelyn Mary Roy,
Ms. Mary Treasa Jinson

MALAYALAM
DEPARTMENT

Mrs. Maya M.K / In-Charge
Mrs. Dhanya Vishwanath, Mrs. Anila M.A.,
Mrs. Jilu Johnson, Mrs. Shiji D.I.

HINDI
DEPARTMENT

Mrs. Mariam Devasia / In-Charge
Mrs. Anu V. Sajeendran, Mrs. Rajani P.R.,
Mrs. Manjusha, Mrs. Lakshmi R. Menon

MATHEMATICS
DEPARTMENT

Mrs. Shiney Saju / In-Charge
Mrs. Deepa Manoj, Ms. Celci S.,
Mrs. Cicily Shelma Thomas,
Mrs. Soumya M.S., Mrs. Rekha Menon,
Mrs. Lathika C.S.

SCIENCE
DEPARTMENT

Mrs. Megha M.S. / In-Charge
Mrs. Anjaly Paul, Mrs. Vinitha Johnny,
Mrs. Susan Jacob,
Mrs. Shyama Ramakrishnan,
Mrs. Ligi Joseph, Mrs. Elizabeth Varughese.

COMPUTER
SCIENCE
DEPARTMENT

Mrs. Vineetha Maliakel / In-Charge
Mrs. Reshma Jos, Mrs. Nithya Soman,
Mrs. Mayusha Joseph

SOCIAL
SCIENCE
DEPARTMENT

Mrs. Rathi Udayakumar / In-Charge
Mrs. Regi Jose, Mrs. Anisha Mary Stephen,
Mrs. Laiza Ignatius, Mrs. Maria Lincy P.L.

KINDERGARTEN

Mrs. Remla V.T. / KG-In-Charge
Mrs. Sheeba Jose, Mrs. Kavitha N.V.,
Mrs. Geethakumari, Mrs. Renu A. Menon,
Mrs. Sheela Susan John, Mrs. Simi M. Nair,
Mrs. Ponnambili, Mrs. Krishnapriya P.G.,
Mrs. Shincy P.A., Mrs. Jexy Eliswa P.X.,
Mrs. Sheeba Arun Prathap,
Ms. Ashly Mathew

CO-SCHOLASTIC
SUBJECTS

Sr. Diana / Student Counsellor
Mrs. M. Meena / Special Educator
Ms. Joshina P.M. &
Mr. Binumon A.R. / Physical Education
Mr. Sony Gomez / Western Dance
Mrs. Silvy Marina Jyothy / Classical Dance
Mr. Saju Thankappan / Art & Craft
Mrs. Sheeba Jinson / Vocal Music
Mrs. Smitha M. / Yoga
Ms. Reshmy Selvaraj / Roller Skating
Mr. Shin K. Peter / Keyboard
Mr. Alexander P.F. / Guitar
Mr. Siju Silverster / Drums

ADMINISTRATIVE
OFFICE

Mr. C.C. Raphael / Manager
Mrs. Treasa Abhayam V.J. / Office-In-Charge
Mrs. Jaitty K.T., Minu Geroge
Mr. Sruthil Joseph &
Mrs. Priyanka Vijayaraghavan / IT Section
Ms. Anupama James / Library-In-Charge
Mr. Unnikrishnan A.P. / Supervisor
Mrs. Sheena Joseph / Accounts-In-Charge
Mrs. Binu Baby / Medical Nurse

The Paulian should

- Be polite and disciplined wherever they go.

 - Greet teachers and elders whenever and wherever they meet them.

 - Stand when any teacher or visitor enters the classroom.

 - Always accept and complete whatever work is assigned.

 - Show kindness and lend a helping hand to parents, siblings, teachers and companions.
- Always be well groomed.

 - Forgo littering of classrooms, subject rooms, laboratories and corridors.

 - Abstain from bullying, use of foul language and vulgar behaviour.

 - Refrain from running in corridors. It is strictly prohibited.

 - Avoid shouting or whistling in or around the school building.

 - Never take others' belonging without permission.

Paulian Anthem

Love is patient, love is kind
It's not jealous nor ties bind
Does no wrong and joy prevail
And its faith, hope never fail.

Even I move mountains high
And may everything deny
If I have no light and love
That does me no good above.

God our Father and shelter
Lead us, guide us for ever
Make us pure, fair, wise ever
Mould us true Paulians ever.