

EQUAL OPPORTUNITIES FOR ALL



**G. S. SARDA
EDUCATIONAL TRUST**

GAET COUNSELLING CENTRE
CALENDAR 2022 - 2023



This Calendar contains Rules, Regulations, Recommendations to Parents, and other important information.

GAET COUNSELLING CENTRE

Yashodham High School Bldg.,
Goregaon (East), Mumbai - 400 063.
Tel.: 40278215 / 16 • Mobile: 7400057727
Website : www.gaet.edu.in
Email: counselling.cc@gaet.edu.in



GOENKA & ASSOCIATES
EDUCATIONAL TRUST

CALENDAR
2022-23

**HAPPY HEALTHY
YOUTH**

CALENDAR 2022-2023

June 2022

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July 2022

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August 2022

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2022

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2022

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2022

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2022

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January 2023

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2023

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2023

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2023

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

GAET COUNSELLING CENTRE

REMONTAR / MASTI KI PAATHSHALA / ANVAY / AYAAN / ADITI /
SAKSHAM / AAROH / AVISHKAAR & OPEN SCHOOLING PROGRAMME

CALENDAR (2022-2023)

Name: _____

Date of Birth: _____ Age: _____

Level: _____ Roll No: _____

House: _____ Blood Group: _____

Residential Address: _____

Telephone No: (R) _____ (O) _____

Mobile _____ E-mail: _____

(Father) _____ E-mail: _____

Mode of transport: _____ Vehicle No.: _____ Tel.: _____

Mobile

(Mother)

Parent's/Guardian's Name: _____

SCHOOL HOURS
(MONDAY TO FRIDAY)

REMONTAR / MASTI KI PAATHSHALA
ANVAY / SAKSHAM

AYAAN, ADITI, AVISHKAAR,
OPEN SCHOOLING PROGRAMME

01.10 p. m. to 06.10 p.m.

**NOTE : CHILDREN ARE EXPECTED TO BE IN SCHOOL
5 MINUTES BEFORE THE FIRST BELL.**

VISITING HOURS

(with prior appointment)

CEO

TEACHERS

COUNSELLORS / OCCUPATIONAL THERAPIST /

REMEDIAL EDUCATOR / CLASS TEACHER

SPEECH & LANGUAGE THERAPIST

OFFICE TIMINGS

Monday to Friday - 10.00 a.m. to 06.00 p.m.

I, III and V Saturday - 10.00 a.m. to 02 00 p.m.

THERE IS A GENIUS IN ALL OF US

राष्ट्रगीत

जन-गण-मन अधिनायक जय हे,
भारत-भाग्य विधाता ।
पंजाब, सिंधु, गुजरात, मराठा,
द्राविड़ उत्कल बंग ।
विन्ध्य, 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 ।

– रबिन्द्रनाथ टैगोर

PLEDGE

"India is my country.
All Indians are my brothers and sisters.

I love my country and I am proud of
its rich and varied heritage.

I shall always strive to be worthy of it.

I shall give my parents, teachers and all elders
respect and treat everyone with courtesy.

To my country and my people,
I pledge my devotion.

In their well-being and prosperity alone,
lies my happiness."

राष्ट्रगान

वन्दे मातरम् ॥

सुजलां सुफलां मलयज-शीतलाम् सस्य-श्यामलां मातरम् । वन्दे मातरम्

शुभ्र-ज्योत्स्ना-पुलकित-यामिनीम् फुल्लकुसुमित-द्रुमदल-शोभिनीम् ॥

सुहासिनीं सुमधुर-भाषिणीं सुखदां वरदां मातरम् ।

वन्दे मातरम् ॥

गायत्री मन्त्रम्

ॐ भूर्भुवः स्वः तत्सवितुर्वरेण्यम् ।

भर्गो देवस्य धीमहि धियो यो नः प्रचोदयात् ॥

गुरु स्तोत्रम्

गुरुर्ब्रह्मा गुरुर्विष्णुः गुरुर्देवो महेश्वरः ।

गुरुःसाक्षात् परब्रह्मा तस्मै श्रीगुरवे नमः ॥

अध्ययनात् प्राक्

BEFORE STUDIES

सरस्वती नमस्तुभ्यं वरदे कामरूपिणि ।

विद्यारम्भं करिष्यामि सिद्धिं भवतु मे सदा ।

सरस्वती वन्दना

या कुन्देन्दु तुषारहार धवला या शुभ्र वस्त्रावृता

या वीणा वर दण्ड मण्डितकरा या श्वेतपद्मासना ।

या ब्रह्माच्युत् शंकर प्रभृतिभिर्देवैः सदा वन्दिता ।

सा मां पातु सरस्वती भगवती निःशेष जाड्यापहा ॥

हर देश में तू

हर देश में तू हर वेश में तू।

तेरे नाम अनेक, तू एक ही है ॥

तेरी रंग भूमि, यह विश्व भरा।

सब खेल में मेल में, तू ही तू है ॥१॥

सागर से उठा बादल बन के

बादलसे फूटा जल होकर के ॥

फिर नहर बना नदिया गहरी ॥

तेरे भिन्न प्रकार तू एक ही है ॥२॥

चींटी से भी अणु-परमाणु बना।

सब जीव जगत का रूप लिया ॥

कहीं पर्वत वृक्ष विशाल बना।

सौंदर्य तेरा तू एक ही है ॥३॥

ये दिव्य दिखाया है जिसने।

वह है गुरुदेव की पूर्ण दया ॥

तुकडया कहे और न कोई दिखा।

बस मैं और तू सब एक ही है ॥४॥

- संत तुकडोजी महाराज

प्रार्थना

ॐ तत्सत् श्री नारायण तू, पुरुषोत्तम गुरु तू
सिद्ध बुद्ध तू, स्कंद विनायक, सविता पावक तू
ब्रह्म मज्ज तू, यहव शक्ति तू, येशू पिता प्रभू तू
रुद्रविष्णु तू, रामकृष्ण तू, रहीम ताओ तू
वासुदेव गोविश्व रूप तू चिदानंद हरि तू
अद्वितीय तू, अकाल निर्भय आत्मलिंग शिव तू
ॐ

- विनोबा भावे

भजन

वैष्णव जन तो तेने कहिए जे, पीड़ पराई जाणे रे - -
परदुःखे उपकार करे तोये, मन अभिमान न आणे रे - -
सकळ लोकमाँ सहुने वंदे, निंदा न करे केनी रे - -
वाच काछ मन निश्चल राखे, धन धन जननी तेनी रे - -
मोह माया व्यापे नहिं जेने, दृढ वैराग्य जेना मनमां रे।
राम नाम शुं ताळी लागी, सकळ तीरथ तेना तनमां रे - -
वैष्णव जन तो तेने कहिये जे, पीड़ पराई जाणे रे ॥
वणलोभी ने कपट रहित छे, काम क्रोध निवार्या रे - -
भणे नरसैयो तेनु दर्शन करतां, कुळ एकोतेर तार्या रे

- नरसी मेहता

सर्वधर्म प्रार्थना

PEACE INVOCATION

ॐ असतो मा सद्गमय । तमसो मा ज्योतिर्गमय
मृत्योर्माऽमृतं गमय ॥
ॐ शान्तिः ! शान्तिः ! शान्तिः !!

BUDDHIST PRAYER

बुद्धं शरणं गच्छामि ।
धम्मं शरणं गच्छामि ।
संघं शरणं गच्छामि ।

प्रार्थना

हम को मन की शक्ति देना,
मन विजय करें।..... २

दूसरों की जय से पहले,
खुद को जय करें। हम को मन.....

भेदभाव अपने दिल से
साफ कर सके
दोस्तों से भूल हो तो,
माफ कर सके..... २
झूठ से बचे रहें,
सच का दम भरें।..... २

दूसरों.....

मुश्किल पड़े तो हमपे इतना कर्म कर २
साथ दें तो धर्म का चलें तो धर्म पर २
खुद पे हौसला रहे बदी से ना डरें
दूसरों की जय से पहले खुद को जय करें,
हम को मन.....

GOENKA & ASSOCIATES EDUCATIONAL TRUST

The Trust has set up a State of Art Counselling Centres to provide help in the area of mental health.

The Centre is being looked after by a team of Psychologists, Counsellors, Remedial Educators, Occupational, Speech & Language Enhancement Therapists and a Psychiatrist.

The Centre practices HYBRID of TRANS-DISCIPLINARY and INTEGRATED model for intervention. The services offered are:

Classroom Counselling and guidance

Shadow teachers in Playmate Pre-school and Standard I

Personal Safety Educational Programme Against Child Sexual Abuse

Parenting Workshops

- Psycho-educational Assessment
- Individual & Parent Counselling and Guidance
- Remedial Education
- Occupational Therapy
- Speech & Language Enhancement Therapy
- Sensory Integration & Brain Gym
- Aptitude Testing & Career Guidance
- Arts Based Therapy (ABT)
- Dance Movement Therapy
- Hobby Classes
- Support Groups for Parents
- Psychiatric Consultation

• (Subsidised charges for these services)

The trust holds exemption u/s 80G of the Income Tax Act and is registered with the Charity Commissioner under Registration No. E8297 (BOM) dated 17-08-1981 as Public Charitable Trust with the object to **establish and/or run educational institutions**.

Any constructive suggestions from the parents whose children are being admitted to the school shall always be welcome. The Trust Office is housed in the Yashodham High School Building, Goregaon (E), Mumbai - 400 063 where such constructive, suggestions can be recorded with the trustee-in charge.

ACADEMIC YEAR 2022-23

Yashodham Counselling Centre

Goregaon - East, Mumbai 400 063

Contact No.: 40278215 / 16 / 7400057727

Lakshdham Counselling Centre

Goregaon - East, Mumbai 400 063

Contact No. - 40822430 / 41 / 7304492128

Goneka Counselling Centre

Dynamix House, Goregaon (E), Mumbai - 400063.

Contact No.: 022-49706639/ 8450970225

Vasant Vihar Counselling Centre

Vasant Vihar High School Bldg.

Thane (West) - 400 610.

Contact No - 21714442 / 022 – 40278344

TPS Counselling Centre

Thane (West) - 400 610.

Contact No - 254240507

Salient Features of Projects & Open Basic Schooling:

- ❖ **Multidisciplinary Approach**
 - ◆ Psychologist
 - ◆ Occupational Therapist
 - ◆ Remedial Educators
 - ◆ Speech Therapist
 - ◆ Language Enhancement Therapist
 - ◆ Dance & Yoga Teacher
 - ◆ Medical consultation
- ❖ **Everyday Therapies**
 - ◆ Remedial Therapy
 - ◆ Occupational Therapy
- ❖ **Weekly Therapies**
 - ◆ Speech Therapy
 - ◆ Language Enhancement & Communication
 - ◆ Arts Based Therapy
 - ◆ Dance Movement Therapy

REMONTAR is a programme to channelize & escalate the potential of children with ASD & GDD, by providing a structured & individualized therapeutic intervention, in a school set-up. **Age Group: 2 yrs. – 4 yrs.**

Masti ki Paathshala (MKP) is a programme to cater to children with ASD & GDD combined with daily individual cum alternative therapeutic intervention. **Age Group: 4 yrs. – 8 yrs.**

ANVAY is a Preschool Programme offering academic cum therapeutic intervention for the children with ASD & GDD.. **Age Group: 4 yrs. – 6 yrs.**

AYAAN is a curriculum based structured and therapeutic programme to empower the children to achieve self-reliance and prepare them for open schooling. **Age Group: 6 yrs. – 7 yrs.**

ADITI is a formal curriculum designed to prepare the children for OBE (Open Basic Education) and NIOS (National Institute for Open Schooling) so as to make the process of learning smooth and enriching. **Age Group: 7 yrs. – 9 yrs.**

AAROH - is symbolic to the journey of children towards a new level of performance through intervention with an individual touch. **Age Group: 8 yrs. – 16 yrs.**

AVISHKAAR - is an exploratory process with the objective to create an independent persona. The programme will equip youngsters, depending on their strengths & abilities, to be independent & productive members of the society. **Age Group: 10 yrs. – 14 yrs.**

SAKSHAM - is a pre vocational curriculum to equip teenagers for pursuing vocations aiming for independent living to the extent possible. **Age group – 14 yrs. - 16 yrs.**

Vocational Courses offered

Beauty Culture- NSDC certified. Age Criteria: Minimum 17 yrs.

INSIDE ... OUT !

An HR venture & initiative by the GAET Counselling Centre, in the form of a personal enrichment programme for all teachers across GAET schools.

OPEN SCHOOLING PROGRAMME

We at GAET facilitate, guide and offer remedial education for OBE and NIOS programmes since 2006. OBE [Open Basic Education Programme] is conducted by PRATHAM – an accredited institution under NIOS Board. It is an autonomous organization set up by Ministry of Education, Government of India.

It provides educational opportunities to all. It offers a wide range of subjects to choose from, in comparison to any other boards of formal education. It provides its learners freedom to study at their own pace and write exam as per their level of preparedness. Besides this, there is a provision of accumulation and the Transfer of Credit from other recognized Boards.

ELIGIBILITY CRITERIA

<u>LEVEL</u>	<u>QUALIFICATION</u>
Level A	Std. II
Level B	Std. IV
Level C	Std. VI
Open Schooling Programme -X	Std. VIII
Open Schooling Programme -XI	Std. X from any recognized Board

FEES

* All Payments to be done by **Pay Order** favouring '**GAET Counselling Centre**'. Or **NEFT** - details- **GAET Counselling Centre**, Kotak Mahindra Bank, Saving Account No. **06460010000066**, IFSC Code: **KKBK0000646**

* **If admission is to be withdrawn, one calendar months' notice should be given in writing by the parent / guardian to the CEO.**

* **Withdrawal of admission not permitted in last Quarter of academic year [March onwards]**

WEBSITE

GAET Counselling Centre : www.gaet.edu.in

PRATHAM (OBE Programme): www.pratham.org

NIOS : www.nios.ac.in

COURSES OFFERED BY US UNDER 'OBE' PROGRAMME (III TILL VIII)

Level A

Subjects offered

- 1) English
- 2) Math
- 3) Environmental Science
- 4) Computer Skills
- 5) Pre - Vocational
Basic Kitchen Skills

Level B

Subjects Offered

- 1) English
- 2) Math
- 3) General Science
- 4) Social Science
- 5) Computer Skills
- 6) Pre - Vocational
Basic Kitchen Skills

Level C

Subjects offered

- 1) English
- 2) Optional Math
- 3) Science
- 4) Cooking & Baking
- 5) Computer Skills
- 6) Cooking & Baking

Open Schooling Programme Secondary (X)

Subjects Offered

- | | | |
|--------------|---------------------------|--------------------------|
| 1) English | 2) Business Studies | 3) Home Science |
| 4) Economics | 5) Bakery & Confectionery | 6) Data Entry Operations |

Open Schooling Programme Senior Secondary (XII)

Subjects Offered

- | | | |
|-------------------------------------|--------------------------|-----------------|
| 1) English | 2) Data Entry Operations | 3) Home Science |
| 4) Mass Communication | 5) Business Studies | |
| 6) Early Childhood Care & Education | 7) Catering Management | |

Special Features

CO-CURRICULAR ACTIVITIES

Physical Education
Art & Craft
Dance
Brain Gym
Yoga
Arts Based Therapy
Dance Movement Therapy

PROFESSIONAL SERVICES

(Chargeable)
Remedial Education
Occupational Therapy
Counselling
Medical Consultation

FOR 'OBE PROGRAM'

Assessment 1 – 20/30 marks
Assessment 2 – 20/30 marks
Preliminary exam–
40/60 marks
Board exam – 40/60 marks

FOR X & XII

Assessment 1 - 50 marks
Terminal exam - 50/100 marks
Board exam - 100 marks

MEASURES TO ENSURE DISCIPLINE

Our main goal is to ensure -

- The safety of the students
- To eliminate negative feelings
- To create an environment conducive to learning
- To boost self-esteem and confidence
- To save time and energy
- To encourage team spirit and a sense of responsibility

MEASURES TO ENSURE DISCIPLINE

Discipline is a way of Life

Our main goal is to ensure

- The safety of the students
- To create an environment conducive to learning
- To save time and energy
- To eliminate negative feelings
- To boost self-esteem and confidence
- To encourage team spirit and a sense of responsibility.

SR. NO.	MISDEED	FIRST STEP	SECOND STEP	THIRD STEP	FOURTH STEP
1	Uniform	Remarks in the Calendar by Prefects	Remark in the Calendar by Teacher	Remark in the Calendar by the Centre Head/ Project Head / Coordinator	Parents to be called by the CEO
2	Late to School	Remark in the Calendar by Teacher-in-charge	Remark in the Calendar by Teacher-in-charge	Remark in the Calendar by the Centre Head/ Project Head / Coordinator	Parents to be called by the CEO & student to be sent home
3	Missing School / Class / Training	Remark in the Calendar by Teacher. Referral to the CEO / Parent	Call the Parents & suggest Counselling	Refer to the In-House Counsellor	Administrative Discretion

4	Chewing Gum	Remark in the Calendar & referral to the CEO	Warning with a note to the Parents	Parents to be called. Hearing by the CEO & In-House Counsellor	Refer to the Counselling Centre
5	Unfair means in examination	CEO's discretion - Refer to rules regarding assessment / examination			
6	Disruptive behaviour: • In class • In the Bus • In the library • On the ground	Warning by the class teacher & give assignments	Parents to be informed	Parents to be called & informed that privilege time can be taken away	Refer to In-House Counsellor
7	Disrespect to Teachers, Elders or any School Employee	Refer to the CEO in the presence of Parents & school counsellor for remedial & corrective measures		CEO's discretion. Refer to rules for students.	
8	Non-submission / Incomplete / Late Assignment / projects	Remark in the Calendar by the subject teacher	Warning with a note to the Parents	Parents to be called	CEO's discretion

SR. NO.	MISCONDUCT	FIRST STEP	SECOND STEP	THIRD STEP	FOURTH STEP
1	Forgery / Theft	<ul style="list-style-type: none"> • Refer to the CEO & In-House Counsellor • Parents to be called & notified 	<ul style="list-style-type: none"> • Constructive placement in the Counselling Centre. • Intensive therapeutic intervention (Counselling) 	Psychiatric Intervention	Voluntary Services
2	Substance Abuse	<ul style="list-style-type: none"> • Refer to the CEO & In-House Counsellor • Parents to be called & notified 	<ul style="list-style-type: none"> • Constructive placement in the Counselling Centre. • Intensive therapeutic intervention (Counselling) 	<ul style="list-style-type: none"> • Psychiatric Intervention • Rehabilitation (if needed) 	Voluntary Services
3	<ul style="list-style-type: none"> • Harassment, • Abuse, • Physical Fights, • Aggression & • Violence, • Bullying, • Teasing, • Ragging 	<ul style="list-style-type: none"> • Refer to the CEO & In-House Counsellor • Parents to be called & notified 	<ul style="list-style-type: none"> • Constructive placement in the Counselling Centre. • Intensive therapeutic intervention (Counselling) 	<ul style="list-style-type: none"> • Psychiatric Intervention • Rehabilitation (if needed) 	Voluntary Services
4	Willful destruction of School / Personal Property	<ul style="list-style-type: none"> • Refer to the CEO & In-House Counsellor • Parents to be called & notified • Compensation (to be discussed) 	<ul style="list-style-type: none"> • Constructive placement in the Counselling Centre. • Intensive therapeutic intervention (Counselling) 	Voluntary Services	

5	Use of : <ul style="list-style-type: none">• Cell Phone• I Pod• Laser Pointer• CD• Pen Drive• Any other electronic gadget	<ul style="list-style-type: none">• Confiscation of the same & fine of Rs. 2000/-• Refer to In-House Counsellor• Disciplinary action as per Administrative discretion
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I, _____ of Level / Div. _____ have noted the disciplinary measures and

I agree to abide by the rules and regulation of the School / College.

Signature of the Student _____

Signature of the Parent _____

IMPORTANT NOTE

1. Display of any disorderly conduct, doing of any act which causes or likely to cause physical / or psychological harm, raise apprehension or fear or shame or embarrassment to a student in or outside the school, which includes abusing, threatening or playing practical jokes or leaving and causing hurt to any student is strictly prohibited.
2. Asking any student to do or forcing him to do something which a student will not in the ordinary course willingly do, is also a punishable offence.
3. Any such disorderly act found by the institution, will be subject to an enquiry by a Committee constituted by the Centre.
4. If students involved are found to be at fault, the same will be reported to the competent authorities for necessary action.
5. In addition such students are liable to be dismissed from the Centre. They may not be able to get admitted in any Educational Institution for a period of five years.

INTERNET / CYBER SAFETY

Internet is an amazing source of information, is a way to stay connected with friends and family. However, it has a flipside and comes with its share of problems. Internet safety is about children being smart about how to handle themselves online and protecting themselves from falling prey to any online scam.

STRATEGIES AT STUDENT LEVEL STUDENTS

SHOULD BE ENCOURAGED TO:

- Take responsibility for managing their digital reputation.
- Trust each other respectfully online and offline.
- Understand the importance of protecting their password.
- Think about where they are travelling to and whether it is a safe place to spend their online time.
- Be aware that people can pretend to be anybody they want online, so it is best to have only offline friends.
- Share their experience of cyber bullying with adults.

STRATEGIES AT THE PARENT / FAMILY LEVEL

- Place computers in a central location at home.
- Be active in their child's life and should know who their friends are, both online and offline.
- Look out for signs of bullying such as
 - a. Loss of interest in school.
 - b. Not wanting to spend time with friends.
 - c. Anxiety around technology uses.
 - d. Being depressed.
 - e. Difficulty in sleeping.
 - f. Lower school performance.
- Keep evidence of cyber bullying.
- Set up an alert on Google.
- Educate their child not to leave her / his mobile phone lying around where others can use it, without permission.

IMPORTANT NOTE

1. Display of any disorderly conduct, doing of any act which causes or likely to cause physical / or psychological harm, raise apprehension or fear or shame or embarrassment to a student in or outside the school, which includes abusing, threatening, or playing practical jokes or leaving and causing hurt to any student is strictly prohibited.
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5. In addition such students are liable to be dismissed from the school. They may not be able to get admitted in any Educational Institution for a period of five years.

BUS FACILITY

The Counselling Centre provides bus service to the students under the aegis of GAET

INSTRUCTIONS:

- The bus facility is extended to students only when there is an availability of seats and is offered at the CEO discretion. This offer can be withdrawn any time.
- **Students will board and alight only at fixed bus stops.** Parents and children are requested not to ask the driver or attendant to stop the buses at unauthorised bus stops.
- Parents are not permitted to change the bus stops, without prior permission. In case there is a change in the bus stop, the parents must inform the centre in writing.
- **In the event of the child not being at the stop at the scheduled time the bus will proceed without the child.** It will be the responsibility of the parent/guardian to drop the child to the centre. In the event of there being no one to receive the child at the stop of the return journey the child will be brought to the centre and the parents will have to collect their child from the centre on presentation of their Identity Card.
- If the parent doesn't want their ward to avail the bus facility for some reason on a particular day, the centre must be informed about it in writing.
- If in case for any reason, the parent drops the child to the school, Parent must inform the Bus Department Supervisor & the CEO, so that the child can avail of drop facility if required.
- In case of any grievance, parents must inform the CEO in writing for appropriate action. Parents must not enter/board the bus for any reason.

IDENTITY CARD:

- Children using the bus facility need to wear a Bus ID Card issued by the centre which must have the bus number on it.
- In case there is a change in the residential address the centre must be notified immediately and a fresh ID Card must be obtained.
- If the Bus ID Card is lost a written application requesting a duplicate ID Card must be submitted in the centre immediately. Collect the duplicate ID Card from the centre.

Expected conduct of the students

Rules to be followed for a safe ride

1. Children should not carry any electronic communication device / gadget in the school bus.
2. Students should be seated before the bus can move & fasten the seat belt. They should not stand until the bus comes to a complete halt.
3. It is mandatory for the children to wear the I-Card issued by the school.
4. They should be able to carry their belongings on and off the bus by themselves.
5. Reasonable silence must be maintained on the bus journey to ensure that the driver is not disturbed.
6. No bullying or dangerous behavior will be tolerated. The offender will not be allowed to use the bus after one warning.
7. No part of the student's body or any object belonging to students should protrude from the bus window or door.
8. Children should not litter the bus. Cleanliness has to be maintained.
9. Any willful damage to the bus or equipment in the bus like fire extinguisher, CCTV Camera, etc. should be reported to the CEO / Teacher and the offender will be dealt with severely.
10. Children must obey and must be courteous to the bus-in-charge.
11. Children found misbehaving in the bus will not be allowed to continue availing the bus facility.

WITHDRAWAL

- Parents must note that no refund will be made against bus fees Paid.
- One month advance notice in writing must be given by the parents to the centre, in case they wish to discontinue the bus facility.

(Applicable only if student is withdrawing or changing residence.)

Viz -

* For withdrawal after I term written notice must be submitted by 10th of October.

* For withdrawal after II term written notice must be submitted by 10th of April.

Note:

- One month's fee is payable as Admission Fee (Non-refundable) at the time of enrolment.
- Bus enrollment form should be filled and submitted along with each installment of the Bus fees.
- Medical Health Report form is printed at the end of calendar.
- No bus child will be permitted to go home without submitting the permission letter.

BUS FEES

Bus fees will be accepted by Cheque payment only at the Centre.

Procedure for cheque payment :-

- a) Cheque to be drawn in favour of **Goenka & Associates Educational Trust.**
- b) Bus Fees will be charged for all the twelve months of the year.
- c) Fees will be collected in two installments.

Installment No.	Payable in
I In March through	Post Dated Cheque Dt. 15th May
II In October / November through	Post Dated Cheque Dt. 15th November

- d) Enter the correct amount payable in words and figures.
 - e) Ensure that the cheque is appropriately signed.
 - f) Write the child's name, level contact no. on the reverse of the cheque.
- **General Instructions:**
 - 1) The bank will levy a charge of Rs.100/- for a bounced cheque. Thereafter, fees, along with fine, must be paid in cash at the Centre.
 - 2) Students will not be allowed to avail the bus facility if the fee is not received as per the payment schedule mentioned above.

MASTI KI PAATHSALA / ANVAY UNIFORM

FOR BOYS:

- Shirt : Pink T - Shirt with **Centre** Logo
Pant : Blue Shorts
Socks : Plain white
Shoes : Black (All - seasons shoes with Velcro)

FOR GIRLS:

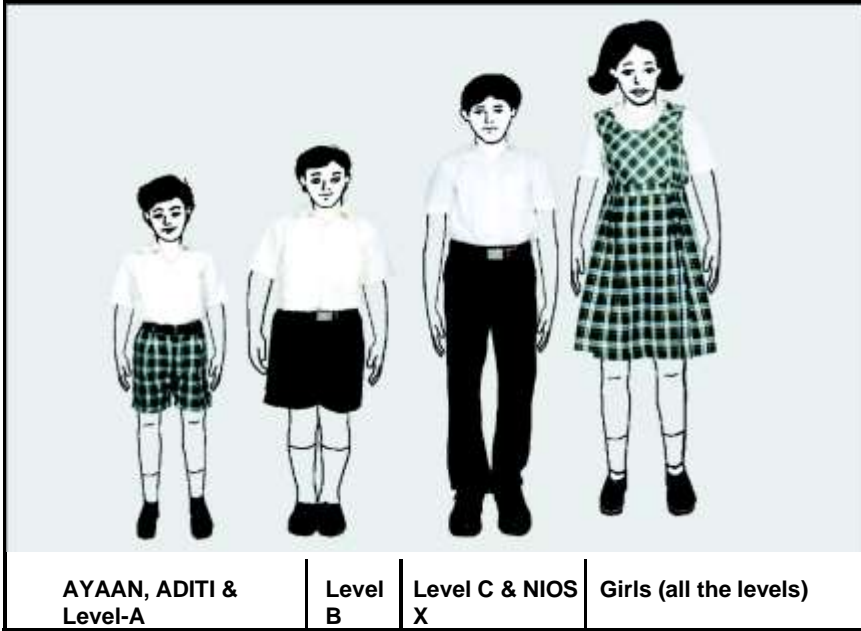
- Shirt : Pink T - Shirt with **Centre** logo
Skirt : Blue colour divided skirt with a flap
Socks : Plain white
Shoes : Black (All - seasons shoes with Velcro)

Winter Uniform: Plain Red “V” neck pull over Note:

- Student are expected to come in full uniform on all days of the week.
- Student Identity card must be worn on all days.
- Uniform and shoes other than the pattern recommended by the Centre will not be permitted.
- Students should not come in slippers, floaters or sports shoes.
- Girls must wear **black** elastic hair band. **Those with long hair must tie two ponies or plaits.**
- **Wearing of the following is not permissible:**
 - i) Jewellery
 - ii) Cosmetics of any kind
 - iii) Fancy hair band and clips
 - iv) Nail paint
 - v) Fancy hair cut for boys and girls.

UNIFORM

WEARING OF CLEAN AND WELL IRONED UNIFORM ALONGWITH IDENTITY CARD IS COMPULSORY FOR STUDENTS.



FOR GIRLS :

AYAAN, ADITI, AAROH, AVISHKAAR, SAKSHAM, LEVEL A, B, C & OPEN SCHOOLING PROGRAMME

Blouse : Cream yellow short sleeved 100%Cotton Blouse with shirt collar. **Pinafore** : Green Scottish Checks (Poly/Viscose) with U neck, box pleats in front and behind and both sides elastic on waist & pocket on the right side. The hem of the skirt must be 2 inches above the knee cap. Black leggings compulsory.

Socks : Plain White (calf length)
Shoes : Black with buckles. (All season)

Hair : If the girls' hair reach shoulders they must make 2 plaits. Only black ribbons, hairpins or hair bands are allowed. No fancy hairpins, clips or hairbands will be allowed.



Dress	Fabric	Code Design No.	Company	Colour
Pinafore	Poly / Viscose	8306	Zee Fab	Green Scottish check
Blouse	Terrycot 67% Polyester + 33% Cotton	13030	Mafatlal Or Simplex	Cream Yellow

FOR BOYS :

Shirt : Cream yellow short sleeved 100% cotton shirt.

Shorts AYAAN, ADITI,

Level A : Green checks half pants (Poly / Viscose) with half back elastic.

Level B : Plain Bottle Green half pant (Poly / Viscose) with half back elastic.

Trousers

Level C, Open Schooling

SAKSHAM (Secondary to X) : Plain Bottle Green full pants (Poly / Viscose).

Belt : Black (with plain buckle)

Socks : Plain White (calf length)

Shoes : Black shoes with laces. (All season)

Hair : Hair must not be longer than ear lobes at the sides and must be shorter than top edge of the shirt collar at the back and should not fall on the forehead.



* Students of AAROH, AVISHKAAR & REMONTAR will follow uniform as per the instructions

* Students of Open Schooling Senior Secondary (XII) will follow uniform as per GHS Jr. College.

Dress	Fabric	Code Design No.	Company	Colour
Shorts I to IV	Poly / Viscose	8306	Zee Fab	Green Scottish check
Shorts V to VII	Poly / Viscose	Trousers Power 83	Siyaram	Bottle Green
Trousers	Poly / Viscose	Trousers Power Shade 83	Siyaram	Bottle Green
Shirt	Terricot 67% Polyester + 33% Cotton	13030	Mafatlal Or Simplex	Cream Yellow

Wearing any of the following in not permissible :

- | | |
|--------------------------------|--------------------------|
| 1) Cosmetics of any type | 4) Hair Colour |
| 2) Nail Paint | 5) Jewellery |
| 3) Coloured eye-contact lenses | 6) Expensive wrist watch |

PHYSICAL EDUCATION (P. E.) UNIFORM

P.E uniform should be worn on the day when P.E is mentioned in the time-table.

For Girls & Boys

T-Shirt : Grey Melange (88% cotton + 22% polyester) with raglan sleeves (100 % cotton) and round rib collar (cotton + spandex)of the House colour.
School logo at chest level on the left side.

Track pants : Black Sinker (52% cotton + 48% polyester) with house colour piping along the length and draw- strings.

Shoes : Navy Blue canvas with laces.

Socks : White nylon (Regular)

Sweater : Plain Army Green V-necked pullover or plain Black V-necked pullover.

Note : Girls will wear black ribbons or black hair bands with the P.E uniform.

General Instructions :

Wearing of clean and well ironed uniform is compulsory for students. Any student without proper uniform or whose appearance is untidy, continuously, is liable to be sent home.

Uniform and shoes other than the pattern recommended will not be permitted.

STUDENTS SHOULD NOT WEAR SLIPPERS ON REGULAR DAYS AND EVEN DURING MONSOONS.

LIST OF HOLIDAYS FOR THE YEAR 2022-2023

DATE	MONTH	YEAR	DAY	OCCASION / FESTIVAL
9	AUGUST	2022	TUESDAY	MOHARRAM*
11	AUGUST	2022	THURSDAY	RAKSHA BANDHAN
16	AUGUST	2022	TUESDAY	PARSI NEW YEAR
19	AUGUST	2022	FRIDAY	GOKULASHTAMI
31	AUGUST	2022	WEDNESDAY	GANESH CHATURTHI
9	SEPTEMBER	2022	FRIDAY	ANANT CHATURTHI
5	OCTOBER	2022	WEDNESDAY	DUSSEHRA
24	OCTOBER	2022	MONDAY	DIWALI/LAKSHMI POOJA
26	OCTOBER	2022	WEDNESDAY	BALI PRATIPADA / BHAUBEEJ
8	NOVEMBER	2022	TUESDAY	GURU NANAK JAYANTI
8	MARCH	2023	WEDNESDAY	HOLI
22	MARCH	2023	WEDNESDAY	GUDI PADWA
30	MARCH	2023	THURSDAY	RAM NAVMI
4	APRIL	2023	TUESDAY	MAHAVIR JAYANTI
7	APRIL	2023	FRIDAY	GOOD FRIDAY
14	APRIL	2023	THURSDAY	DR. AMBEDKAR JAYANTI

HOLIDAYS FALLING ON SATURDAY / SUNDAY

2	JULY	2022	SATURDAY	FOUNDER'S DAY
10	JULY	2022	SUNDAY	BAKRI EID*
2	OCTOBER	2022	SUNDAY	GANDHI JAYANTI
9	OCTOBER	2022	SUNDAY	EID-E-MILAD*
25	DECEMBER	2022	SUNDAY	CHRISTMAS
1	JANUARY	2023	SUNDAY	NEW YEAR
15	JANUARY	2023	SUNDAY	MAKAR SANKRANTI
18	FEBRUARY	2023	SATURDAY	MAHASHIVRATRI
19	FEBRUARY	2023	SUNDAY	SHIVAJI JAYANTI

NON-INSTRUCTIONAL DAYS (ATTENDANCE COMPULSORY)

15	AUGUST	2022	MONDAY	INDEPENDENCE DAY
5	SEPTEMBER	2022	MONDAY	TEACHER'S DAY
14	NOVEMBER	2022	MONDAY	CHILDREN'S DAY
26	JANUARY	2023	THURSDAY	REPUBLIC DAY
1	MAY	2023	MONDAY	MAHARASHTRA DAY

**HOLIDAY FOR BAKRI EID, RAMZAN EID, MOHARRAM AND EID-E-MILAD WILL BE
CONFIRMED LATER**

ACADEMIC YEAR (2022 - 2023)

TERM SCHEDULE

FIRST TERM

Commences on	7 th April	2022	Thursday
Concludes on	7 th October	2022	Thursday

SECOND TERM

Commences on	10 th October	2022	Monday
Concludes on	15 th March	2023	Wednesday

FIRST TERM [2023-24]

Commences on	16 th March	2023	Thursday
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VACATIONS (2022 - 2023)

GANAPATI FESTIVAL BREAK

Begins on	1 st September	2022	Thursday
School re-opens on	5 th September	2022	Monday

DIWALI VACATION

Begins on	24 th October	2022	Monday
School re-opens on	9 th November	2022	Wednesday

CHRISTMAS BREAK

Begins on	26 th December	2022	Monday
School re-opens on	2 nd January	2023	Monday

SUMMER VACATION

Begins on	2 nd May	2023	Tuesday
School re-opens on	8 th June	2023	Thursday

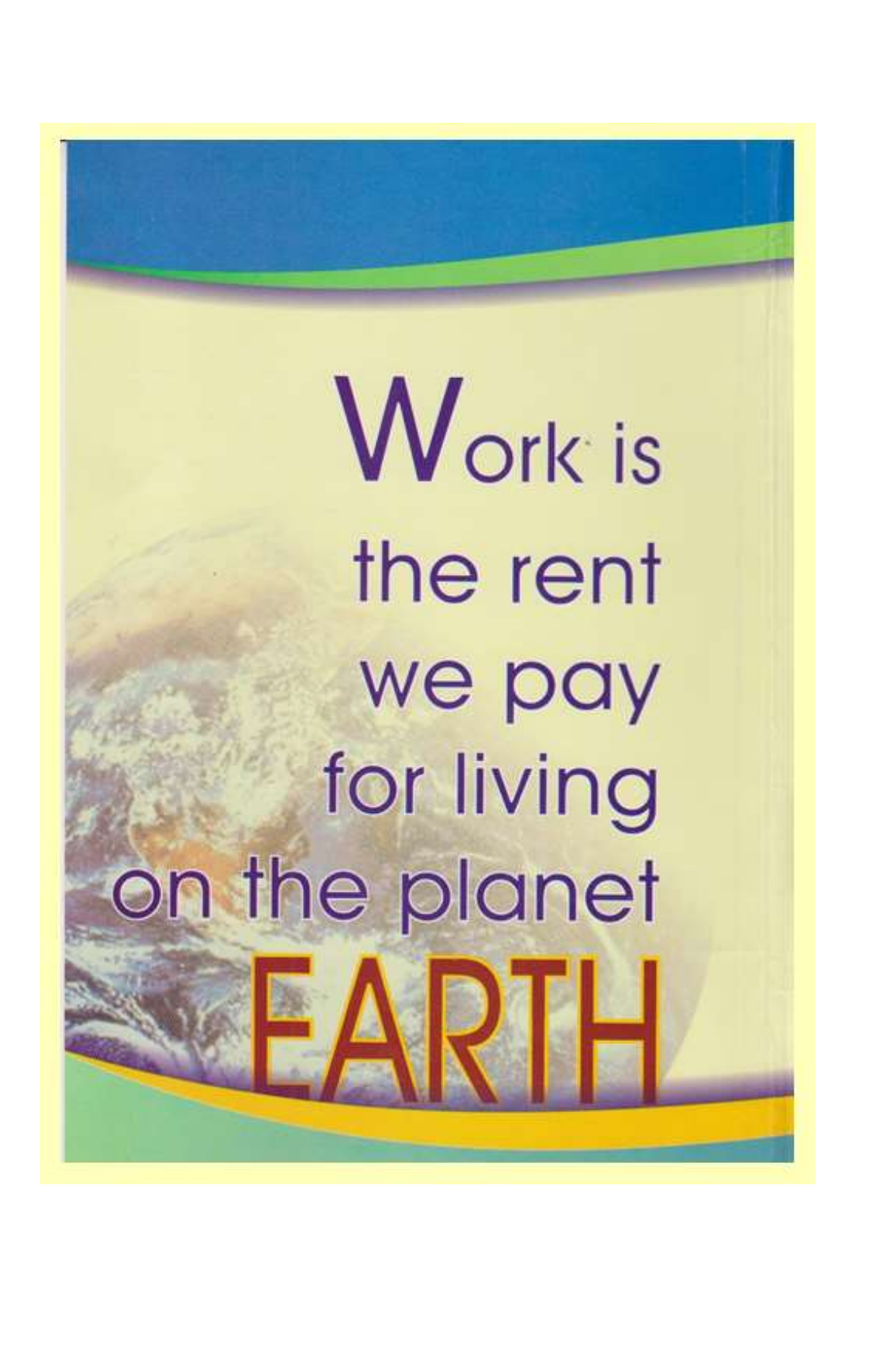
ATTENDANCE ON RE-OPENING DAYS AND LAST WORKING DAYS IS COMPULSORY.

**PARENT INTERACTS
&
OPEN HOUSE SCHEDULE**

**PRIOR INTIMATION OF
DATE, DAY & TIMINGS
WILL BE GIVEN**

SAFETY MEASURES

1. Students should compulsorily wear the identity-card issued to them by the Centre along with their uniform.
2. Parents should inform the Centre authority regarding the particulars of the person they delegate to collect their children from Centre, if they are not doing so themselves.
3. An identity card should be made and brought by the parents/guardians.
4. Children should be given the following instructions, periodically & Children should be alert at all times.
 - * Children should not talk to strangers, accept anything in cash or kind from strangers.
 - * Children should never agree to go home with strangers.
 - * Children should not agree to go home even with relative without prior confirmation with their parents.
 - * Children should not talk loudly on streets or in front of strangers about any situation of their home or about the time when their parents are not at home.
 - * Children should always move around in groups, especially to and fro from Centre.
5. It is imperative for parents to collect their children from the point at which they are left by the Centre bus otherwise the children will be brought back to Centre.
6. Parents should explain the Centre concept of good touch and bad touch to their children.
7. Children using the Centre bus will be given numbers, so that they sit in the proper place.
8. Parents can form car pool groups for leaving and bringing children to and fro Centre.
9. Parents should supervise/stay with the children when they go down to play.
10. Sending children to shops/shopping centre, alone should be avoided.
11. Parents should ensure that the correct phone numbers of the residence and office are written in the calendar and their signatures are at relevant places.
12. Parents are advised not to send their children to Centre if they are unwell.
13. Along with the values learnt in Centre, it is of utmost importance to lay stress on cleanliness, and hygiene and above all a sense of responsibility.



Work is
the rent
we pay
for living
on the planet

EARTH