



JEEVANA SCHOOL, MADURAI

1st March, 2024

Dear Parent,

Annual Reports for all classes from KGs to Std VIII will be sent through Chennai Campus., Reports will be uploaded for LKG & UKG on the 5th of April, 2024, for Std I & Std II, on the 11th of April, 2024, for Std III to Std V on 12th April, 2024, for Std VI on 23rd April, 2024 and for Std VII & Std VIII, on 24th April, 2024.

For all classes, Fee Details will be sent on the same day as the Reports.

Written requisitions for Transfer Certificate, if needed, may please be sent before the 8th of March, 2024, failing which the first term fees for the next academic year will have to be paid.

Details of the Academic Year 2024– 2025

The School will re-open on Thursday, the 6th of June, 2024, for Std I and above. The KG classes will start on Wednesday, the 12th of June, 2024.

School timings for	KGs	---	9.30 a.m. to 12.45 p.m
	Std I to Std V	---	8.35 a.m to 2.40 p.m
	Std VI to Std VIII	---	8.35 a.m to 3.30 p.m
	Std IX to Std XII	---	8.35 a.m to 4.15 p.m

COMMUNICATION SOFTWARE:

The School will continue with Chennai Campus, “ <https://erp.chennaicampus.com/jeevana>” for communicating important information to parents.

This site has details of Time Table, Assignments / Homework, Notice Board, Student Details, Marks / Reports, Announcements etc. Important communication will also be sent as SMS or email through this portal.

WEBSITE:

You may get information from the School website, www.jeevanaschool.com

EMAIL ID FOR COMMUNICATION:

Kindly note that all communication from the school will be sent to your child’s “dot in” ID created by the school. Please check the mails everyday.

IMPORTANCE OF ENGLISH:

We request Parents to help children strengthen their skills in English as it is of utmost importance in CIE and ICSE. Children may be encouraged to read many stories in English & also watch good programmes in English in the TV/ You Tube. Those who can, may later discuss the story & the programme in English with the child. Writing the matter discussed, will help further. Such exercises, if done regularly and systematically, will definitely improve the standard of English. The School has given a list of Books to be read & programmes to be watched in the Digital Diary given in the website. Please do refer to these lists.

SECOND LANGUAGE :

As per the orders of the Tamilnadu Government, till Std X all the students will study Tamil as the Second Language. Students of Std III to Std VIII will study Hindi as the Third Language.

MENTAL ABILITY:

The School will continue with the Mental Ability Classes for Std VI to Std VIII. This should help students to take various entrance examinations, later on.

MINDSPARK:

All the students of Std IV to Std VI will do the Mindspark programme in English and all the students of Std VII and Std VIII will do the Mindspark programme in Maths, from Educational Initiatives. This is a self help scheme done with the aid of computers to help students improve in the concerned subject. The School will continue to allot two periods of Mindspark during school hours. On the other five days, students have to do this work at home. It is imperative that Parents have computers & broadband internet facility at home for students to benefit from these programmes.

NTSE:

The State Level National Talent Search Examinations are conducted by the Department of Govt. Examinations, Tamilnadu, for the students of Std X and those who do extremely well are eligible for State Level & National Level Scholarships. Students are tested in Mental Aptitude & Scholastic Aptitude consisting of English, Maths, Physics, Chemistry, Biology, History, Civics & Geography. Since the questions are of a high standard, students who are trained to take these exams will also fare well in the Public Exams. The Government permits only those students of Std X who score above 60% in the Std IX Annual Examinations, to take the NTSE. The School will continue to encourage students who qualify, to take NTSE.

CAREER GUIDANCE:

Career Guidance will be given to students of Std IX to Std XII. It is a comprehensive developmental programme designed to assist students in making an informed educational and occupational choices. It is a journey on which they develop to make matured and informed decisions.

EXTRAMARKS:

The School will continue to take the help of “Extramarks”. This is a readymade software which complements classroom teaching. All the classrooms have been given LED TVs & Computers for the implementation of these programmes.

VALUE EDUCATION:

All the students of Std III to Std VIII have Value Education classes once a week. Teachers discuss the importance of values in life & the challenges encountered in implementing these values in day-to-day interactions. Parents may help by ensuring that the values are followed at home and by giving feedback promptly whenever feedback is requested.

SOFT SKILLS:

As Education is for a life time, Emotional Quotient of a person is as important, if not more, than Intelligence Quotient. All the classes from Std I to Std XII will continue to have special sessions on Soft Skills like Anger Management, Handling Stress, Time Management, Relationship with Parents, Peer Pressure etc, once or twice a year, to prepare them to contribute their best to the Society. These sessions also help children clarify their doubts on inter-personal relationships and emerge as confident individuals. Students enjoy these special sessions and so the values are imbibed easily.

PROJECTS & FIELD TRIPS:

Projects to be done for the entire year and all the Field trips planned for the entire-year will be mentioned in the Digital Diary in the website. You are welcome to give your feedback on these.

TALENT TIME:

The school will continue with the weekly Intraschool Talent Time programme from KG classes to Std II. From Std III to Std XII, Intraschool competitions will be held weekly and Parents may refer to the schedule in the Digital Diary in the website, the next academic year.

TESTS, ASSESSMENTS & EXAMINATIONS:

Std I to Std VIII will continue to have Continuous & Comprehensive Assessments. Continuous and Comprehensive Evaluation (CCE) refers to a system of evaluation that covers all aspects of students' development. 'Continuous' refers to continuity and regularity of assessment throughout the academic year. All the tests and exams conducted throughout the year are taken into account in indicating the final 'Grades' of each and every student. 'Comprehensive' refers to the areas of assessment which include both scholastic and co-scholastic aspects of pupils growth helping the all-round development of the child. In addition to the subjects taught in each class, Std I to Std V, will have games, CC & SUPW. Std VI – Std VIII will have Games, Co-Curricular Activities, Club, Yoga, Karate and Socially Useful Productive Work. The following aspects are also assessed,

LIFE SKILLS - 1. Self Awareness 2. Orientation 3. Analytical Skills 4. Communication Skills 5. Team Work 6. Competence

ATTITUDES AND VALUE SYSTEM : - 1. Spirituality 2. Punctuality 3. Leadership 4. Cleanliness 5. Humility 6. Courtesy 7. Sociability 8. Social Concern

For further details, please refer to the Digital Diary.

Std IX to Std XII will write tests every Monday, Wednesday & Friday with a break after every cycle test. They will take the Quarterly Examination and from November onwards Std X & Std XII will be taking a number of Revision Examinations. Std IX & Std XI will have the Annual Examinations in the month of February.

MENTORING & COUNSELLING:

Mentoring is done on a one- to- one basis by teachers for some students. This system helps the child to feel that they have a confidante who can help them face their problems with confidence & also solve them in due course of time. In Std IX to Std XII all the students are mentored in smaller groups as the stress levels are high in these classes.

We have a School Counsellor who will be counselling students those who need. The Principal will also meet the parents for sessions on “Happy Parenting”.

CO-CURRICULAR ACTIVITIES & CLUBS :

The CC activities offered are Freestyle Dance, GK, Chess, Vocal, Violin, Guitar, Classical Dance, Mirudangam, Art & Craft. The academic club activities offered are in English, Maths, Physics, Chemistry, Biology, and Reading. Every child of Std VI to Std VIII will do activities based on CC or academics. The students of Std III to Std V will have only Co-curricular activities. A google form will be sent to the parents. You are requested to choose any 4 activities from the given list on the order of your preference. The school will offer any one activity from the selected list.

In classes 1 and 2, we will have an Activity Period where children will learn Singing, Craftwork, Art and Storytelling.

KARATE & YOGA:

These are compulsory activities which will be held once a week for all the students of Std VI to Std VIII.

AEROBICS:

All the students of the Junior Section will have Aerobics once a week.

GAMES:

Cricket, Football, Basketball, Volleyball, Badminton, Kho-Kho and Table Tennis will be available. Games will be organized three or four days a week.

Training in Table Tennis, Badminton and Tennis will be organized after school hours for those who are interested at an extra cost.

TRANSPORT:

The School will organize transport on routes decided by the School and to the extent of availability of seats, through a private agency working only for our School, as has been done for the past five years. Before the end of April, 2024, the details will be sent to those who need transport.

TUCK SHOP:

The Tuck Shop in the School will sell a few healthy short-eats like branded Biscuits, Moong Dal, Peanut Candy & Tata Gluco +, all of which have less than 30% sugar.

CCTV:

Keeping in mind the safety of children, CCTVs have been fixed in all the classrooms and in strategic points throughout the campus.

MEETING HEADS & TEACHERS:

In the academic year, 2024-2025, parents are welcome to meet the HM/Vice Principal/Principal, on any working day between 4.30 p.m. & 5.30 p.m. with prior appointment. Meetings will be organised class wise once a year.

Apart from the above, if any parent wants to meet teachers, HM/VP/Principal they can do so on any day with prior appointment by email. Please do not make calls for this as it disturbs the daily routine of the school.

Our only request is that parents fix an appointment and then come.

A REQUEST TO PARENTS:

Requisitions for documents like Bonafide, Fee Certificate, Marksheet, and Reimbursement forms must be sent as email at least two days before.

Parents are requested to inform the School Office through email to info@jeevanaschool.com if there are any changes in Mobile number/Email/Address for communication.

UNIFORM:

PRE KG, LKG & UKG Girls: "A" line sleeveless frock with opening in the back in striped material, with a loop on the left shoulder under the collar to fix the ID Card.

Boys: Navy Blue Shorts (please avoid zip) and striped Shirt, with a loop on the left shoulder under the collar to fix the ID Card.

Std I & Std II Girls: Navy blue Pinafore with three pleats in the front and in the back, with half sleeves and collar in striped material with a loop on the left shoulder to fix the ID Card. The height of the pinafore should be 2 cm below the knees.

Boys: Navy Blue full pants with pleats and striped shirt with half sleeves with a loop on the left shoulder to fix the ID Card.

Std III & Std IV Girls: Salwar in Navy blue and Kurti with half sleeves in striped material with a loop on the left shoulder to fix the ID Card.

Boys: Navy Blue full pants with pleats and striped shirt with half sleeves with a loop on the left shoulder to fix the ID Card.

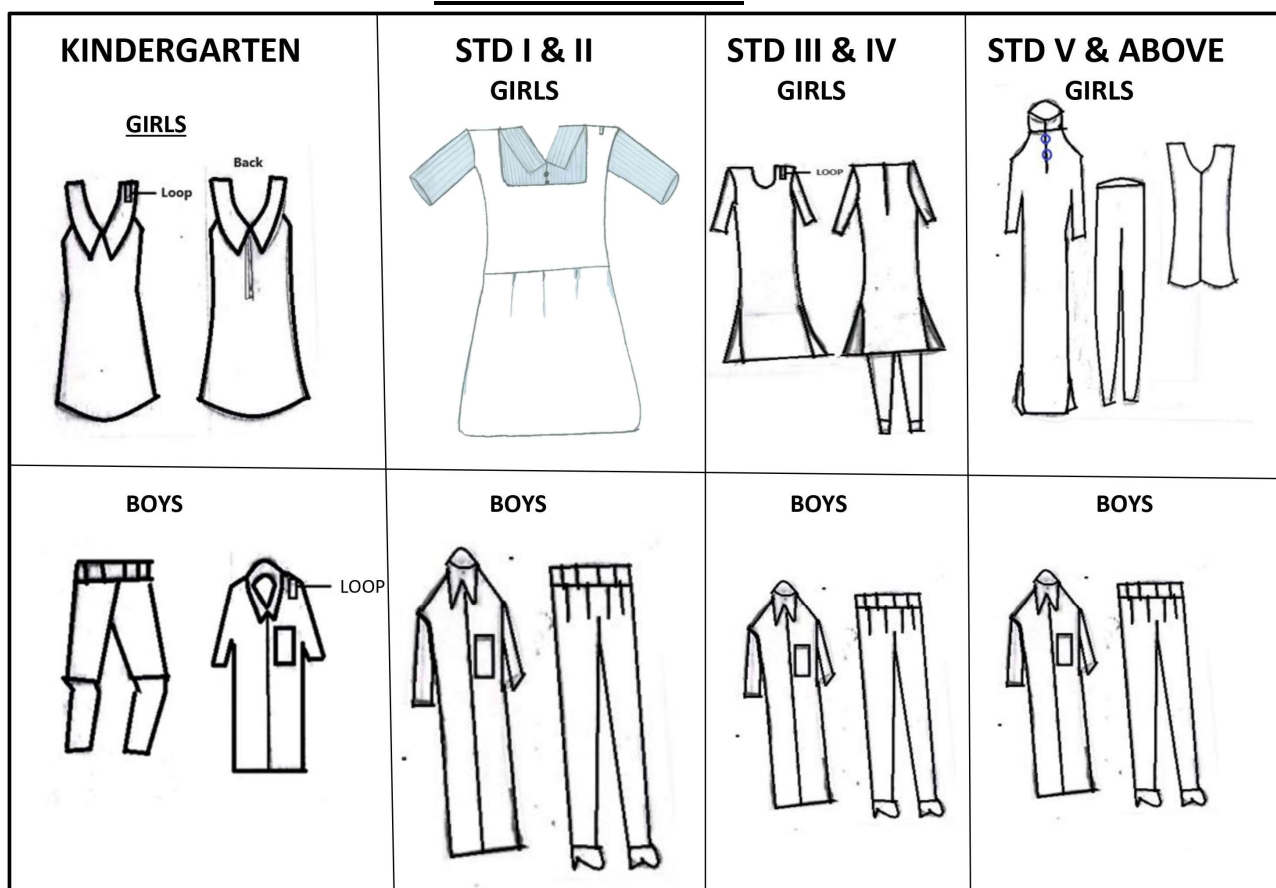
Std V & above Girls: Navy blue Salwar, Striped Kameez with half sleeves with navy blue collar and navy blue sleeveless overcoat. The width of the overcoat around shoulders should be the same as that of the Kameez.

Boys: Navy blue full pants with pleats and striped shirt with half sleeves.

NOTE:

1. KG students will wear the sports uniform twice a week. All the students from Std I to Std XII will wear the Sports Uniform once a week.
2. We request all the Parents to ensure that the dresses are comfortably loose, if dresses are tight, we may have to request you to alter them.

UNIFORM PATTERN



UNIFORM MATERIALS:

Meezan Shirting and Suiting,

24-A, West Tower Street,

Madurai-625 001,

Ph: 0452-2346337, 9940778266

Uniform material will be available from 1st May, 2024, onwards.

Footwear may be purchased from:

M/s. Bata India Limited,

Bata Shoe Store, ADR Tower, 74 A, P.P.Chavadi, Kalavasal, MADURAI – 625 016.

Ph:4230137. Mobile: 8220604914.

Foot wear will be available from 1st May, 2024, onwards.

STD	SHOES
KGs	Softy Bubble Gummers + BLUE SOCKS (Article No.159-9611)
STD I TO STD IV	SPEED SHOES (VELCRO) + BLACK SOCKS (Article No.439-6549)
STD V TO STD VIII	SPEED SHOES (VELCRO) + BLACK SOCKS (Article No. 439-6549) + Sandals (Article No. 4616416)
STD IX TO STD XII	POWER SHOES + BLACK SOCKS (Article No. 839-6564) (Size 6-11.5) + Sandals (Article No. 8616816)

Textbooks: All the prescribed Textbooks for KG to Std IX may be purchased from:

1. SELVI BOOK SHOP,
Book Seller & Publisher's Distributors,
No. 5, 2nd East Main Road,
Opp. To Ambika Arts College,
Anna Nagar, Madurai – 20
Cell: 9994682560 Phone: 0452 – 4380169
Working Hours: 10 Am – 10 Pm (Sunday Holiday)
(OR)

2. SELVAM BOOK SHOP,
Book Seller & Publisher's Distributors,
92, (Underground) Nethaji Road, Madurai – 1
Cell: 9442033064 Working Hours: 4 Pm – 9 Pm (Sunday Holiday)
Textbooks will be available from 1st May, 2024, onwards.

Notebooks: May be purchased from:

Rajalakshmi notebooks
9, East avani moola street,
Next to Bank of India, Madurai -625001
Cell: 9487314283 Working Hours: 10:30 am – 9:30 pm.
Notebooks will be available from 1st May, 2024, onwards.

The School has taken all possible steps to ensure that the goods supplied are of good quality. As far as possible, branded products have been recommended. We request parents to make the purchases from the shops indicated to maintain uniformity. Since we have placed orders for notebooks, textbooks, three sets of Uniforms and one pair of Shoes and Socks, we are obliged to ensure that parents buy the materials from the designated shops.

In case you do not want to buy something or the other please let us know in writing before the end of this month, failing which we may have to bill you for the same as the suppliers will demand payments for the ordered stocks.

Please acknowledge this circular only through the Feedback form sent through your child today. Do not send an email or SMS to acknowledge this circular.

Thanking you,
Yours truly,
Principal