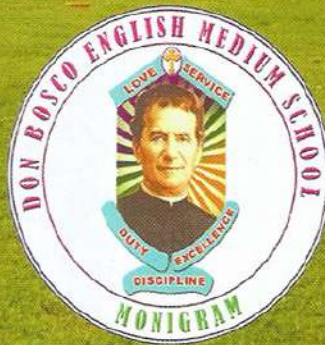


WE PROMISE DUTY, DISCIPLINE & EXCELLENCE

DON BOSCO SCHOOL



DON BOSCO

ENGLISH MEDIUM SCHOOL

MONIGRAM, MURSHIDABAD

SCHOOL PROSPECTUS

Affiliated to the ICSE

(Indian Council of Secondary Education)



COUNCIL FOR THE INDIAN SCHOOL CERTIFICATE EXAMINATIONS

Pragati House, 3rd Floor, 47-48 Nehru Place, New Delhi - 110 019
Telephones : 26411706, 26413820, 29564831 Fax: 91-11-29564735, 26234575
E-mail : council@cisce.org

CERTIFICATE OF PROVISIONAL AFFILIATION

WB362/2015

This is to certify that Don Bosco English Medium School

P.O. Monigram, P.S. Sagardighi, Dist. Murshidabad 742237, West Bengal

has been provisionally affiliated to this Council for a period of five years to prepare and enter candidates for the Indian Certificate of Secondary Education (Year 10) Examination. This Provisional Affiliation will expire on 31st March 2020. The school must obtain Permanent Affiliation, before this date.


(Gerry Arathoon)
Chief Executive & Secretary

Date 29th July, 2015


(Dr. G. Immanuel)
Chairman

Note : Schools are required to seek the Council's permission prior to opening Classes XI and XII.



Rt. Rev. Joseph Gomes DD



Fr. Arul Rozario
(Former Principal)



Fr. Yacub
(Principal)



Sr. Linet
(Vice Principal)



Fr. Peter
(S. Secretary)



School Code - WB : 362 / 2015
Regd. No. : 1012SE (S) / 6C-34 ICSE
DELHI BOARD

Monigram Murshidabad
School Mobile : 9733493421
Email : dbemsmon@yahoo.co.in
dbemsmon@gmail.com

 **DON BOSCO ENGLISH MEDIUM SCHOOL MONIGRAM**



Independence Day



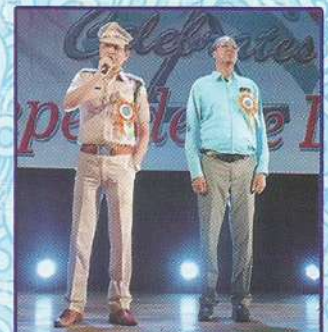
Kinder Garten



Additional S.P. & D.C visit to DBS



S.D.P.O.





Don Bosco Family



CHOIRS



SPORTS

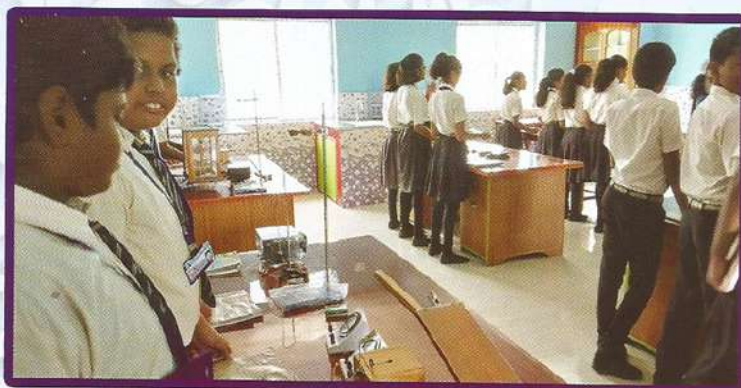




SPORTS

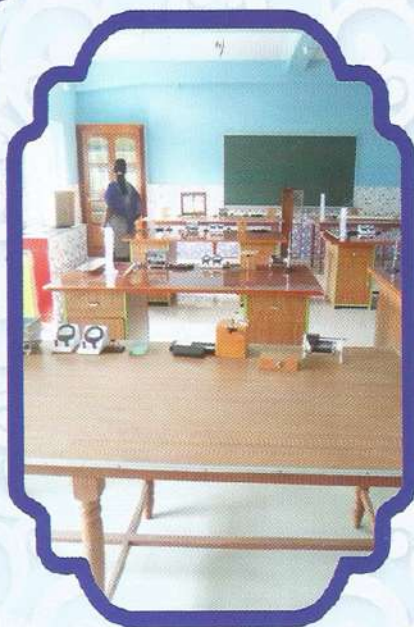


SCHOOL LABS





SCHOOL LABS





GENERAL INFORMATION

- 01.** Don Bosco English Medium School situated at Monigram under Sagardighi P.S. and Block in the civil district of Murshidabad in West Bengal, established in 2005 (31st march) is administered by the Registered Society of The Roman Catholic Diocese of Krishnagar.
- 02.** The Don Bosco English Medium School, P.O. Monigram, P.S. Sagardighi, Dist. Murshidabad-742 237, West Bengal has been Provisionally affiliated to this Council for a period of five years to prepare and enter candidates for the Indian Certificate of Secondary Education (Year 10) Examination. The school will seek for Permanent Affiliation in course of time.
- 03.** Although the school is meant for the Christian students, the provision is made for the admission of non-Christian students. Lessons on moral principles and conduct will be given to students, irrespective of caste or creed.
- 04.** The School came into existence in 2005, is a Christian minority institution, coming within the preview of "Article 30, clause (1) of the Constitution of India, "imparting Education" and pervasive to all.

AIM OF THE INSTITUTION

5. The aim of the institution is to impart a sound education to the students by forming in them habits of virtue, discipline and self-efficiency to become useful and responsible citizens of our motherland, India.



COURSE OF STUDY

- 01.** Don Bosco English Medium School will prepare the students for the ICSE which will be taken at the end of class X. The curriculum includes English, Bengali, Hindi, History-Civics, Geography, Mathematics, Physics, Chemistry, Biology, Computer Application, Art / Craft, Singing, Physical Training, SUPW, Bible History and Value education. Bengali and Hindi will be compulsory subjects as vernaculars in the language scheme of secondary education. The school will try its very best to teach the students to handle English effectively as a written and spoken language.
- 02.** To acquire a greater facility and fluency in the study of English, only English should be spoken in the school premises. Under the system of continuous assessments for English conversation, marks will be allotted to assess the capacity and willingness of each individual student, to converse in English.
- 03.** Pupils are obliged to attend assembly daily. Those who come late must report the reason for their being late to the principal, before they go to their classes. Every pupil has to take part in all the common activities of the school. There will be four houses, each having its Motto, own colour, captain and vice captain and will be guided by the appointed councilor. The house system will direct all the co-curricular activities of the school.
- 04.** The principal has the right to suspend attendance, and if required the withdrawal of any pupil without having to assign any reason; provided that he is satisfied that such a step is necessary in the interest of the school.
- 05.** Students will be, time to time, reminded to address their teachers and all the members of the staff with due respect and politeness. On their way to and from the school they are expected to behave politely, gently and courteous to all. Uprightness and self-restraint should be the characteristic of every pupil of the school.
- 06.** Pupils are responsible for the safe custody of their books and other belongings. Each article should be marked with the pupil's name.
- 07.** All books, periodicals, comics and the like, as well as newspapers, other than items mentioned in the school book list must be presented to the principal for approval and may be retained in the school and read only if they bear the principal's signature.
- 08.** Every pupil is expected to subscribe towards small school shows and local charities if requested by the principal. No collections or fines or funds are to be made in the school without a permission or notice from the principal.



DISCIPLINE

- 01.** Special attention is given to ensure high standard of morality and discipline in the school. Parents are requested to collaborate in this matter, with the authorities of the school by insisting on the regular attendance, punctuality and behavior of their children.
- 02.** Periodical reports will keep parents informed of the progress of their students. Their reports are to be signed by the parents and duly returned.
- 03.** All damages to school property must be remedied at the cost of the person responsible for the damage.
- 04.** Students must be punctual for class. To be admitted to the classroom, those who have been absent and latecomers must show to their teachers 'Regularity Record' duly countersigned by the principal.
- 05.** No student is allowed to leave the school premises except on the strength of a written request from his guardian and due authorization by the principal.
- 06.** Tiffin is to be sent with the students as they come to school.
- 07.** Parents are not allowed to see their children or interview teachers during school hours.
- 08.** A record of the address of parents is maintained in the school office and they are requested to communicate any change without delay.

ADMISSION

- 01.** Parents who seek admission of their children (Transfer cases) are requested to submit a written application along with the progress report of the student. In such cases it is imperative that the candidate should have studied previously in an English medium school.
- 02.** Students will be tested in the standard immediately below that to which they seek admission. They are required to undergo a written examination. Since the number of seats is limited, selection will be made on the basis of academic excellence.
- 03.** The candidates must be introduced to the principal personally by the one who will be responsible for their conduct and payment of fees.



DISMISSAL AND WITHDRAWAL

- 01.** Before withdrawing a student from the school, a month's notice is to be given or a month's fee in lieu of notice.
- 02.** The transfer certificate will be issued on payment of Rs. 100/-
- 03.** No certificate will be issued until all dues to the school have been paid in full and that too only on receipt of a written application to the principal from the parents.
- 04.** Any student failing two consecutive years in the same class will be struck off the rolls and a transfer certificate will be issued.
- 05.** Irregular attendance, insubordination, disrespect to any teacher or any religion or any religious community, serious misconduct or misbehaviour even outside the school premises objectionable to the good name of the school is sufficient for the dismissal of a pupil.
- 06.** As a rule, the students who are dismissed from the school are not re-admitted.
- 07.** The Principal's decision is final in all cases of dismissal.

SCHOOL FEES

- 01.** The school fees cover twelve calendar months and must be paid in Quarterly/ Half yearly/ Yearly installments or in advance. No reduction is made for holidays or broken periods. Pupils are liable to be charged full fees as long as their names are officially on the rolls. Fees once paid are not refunded.
- 02.** 12% to 15% annual increment in tuition fees is normal.
- 03.** The receipted counter-foils in the fee book should be kept by the students carefully and to be produced before the office counter at the time of next payment of fees. Fee book should be filled in and signed before it, is presented at the counter for payment of fees.
- 04.** A duplicate copy of fee book may be obtained from the office counter on a written petition stating the reason and on payment of Rs. 50/-.
- 05.** Fees are payable only on school days at 10.15 am. To 12.00 pm. noon from 1st to 10th of respective month.
- 06.** A fine of Rs. 2/- per day will be charged to the students who fail to pay the fees during the dates allotted to them.



SCHOOL UNIFORM

1. Every Student must wear a clean uniform daily.

On Monday, Tuesday and Thursday:

BOYS (PN TO IV) : Blue checks (with half sleeves) and Black Half Pants.

GIRLS(PN TO IV) : Blue checks (with half sleeves), Black skirt and Black hair band

BOYS & GIRLS(PN TO IV) : Navy blue with white bordered tie, Black shoes, deep blue with white bordered socks, Maroon Colour Coat, Maroon colour half sweater for winter, white keds on P.T & games Days, white T shirt with school emblem on special occasions and uniform bag.

BOYS AND GIRLS(V-X) : Black full pant(Girls-Black skirt) and light orange shirt with half sleeves.

On Wednesday:

BOYS (PN TO IV) : White T' Shirt and Black Half Pants.

GIRLS(PN TO IV) : White T' Shirt), Black skirt and Black hair band
Black shoes,

BOYS AND GIRLS(V-X) : Black full Pant(Girls-Black skirt) and White T' Shirt
Black shoes,

On Friday:

BOYS (PN TO IV) : House T' Shirt and White Half Pants.

GIRLS(PN TO IV) : House T' Shirt), White skirt and White hair band
White Keds,

BOYS AND GIRLS(V-X) : White full pant(Girls-white skirt) and House T' Shirt
White Keds.

On Feast Days : White Pant/Skirt with Colour T'shirt and White keds.



REGULARITY RECORD (absence, leave, delay)

- 01.** Staying away from school without leave is not tolerated except, when the cause is sudden illness or unforeseen circumstances. No leave of absence is given, nor is a student allowed to leave the school during school hours, without a previous written application from the parents stating the reason, which must be a serious one. Such reasons as birthday, excursions, time to study for an examination, etc. are not considered sufficient.
- 02.** A leave granted must be recorded in the Regularity Record under "Leave" in the school calendar.
- 03.** Five late arrivals will result in parents being called to the office of principal. Ten late arrivals will invoke suspension from the school.
- 04.** The school declines all responsibility if through failure to produce a letter giving reason for his absence or delay, and the student is obliged to return home during school hours.
- 05.** After an absence from class, students must bring the reason of their absence or delay briefly noted in the Regularity Record.
- 06.** Absentees and latecomers to the classroom must show the teacher in charge the regularity record duly countersigned by the principal. Students who habitually come late to school may be sent back home.
- 07.** If absence without leave exceeds fifteen days, the defaulter's name will be struck off the rolls and pupil considered withdrawn.
- 08.** Every student must have a copy of the school calendar, and it should be brought to school daily.

ASSESSMENT AND PROMOTION

- 01.** Promotion at the end of the year will be based on a total continuous assessment in every subject, on the work done during the year.
- 02.** The report cards should be duly signed by the guardian.
- 03.** 90% of attendance is required to sit for the final examination.
- 04.** Progress Report of tests and examinations will be shown to the parents.
- 05.** A student who fails in any subject or misses an examination will not be allowed for supplementary test.
- 06.** Application for verification of marks will not be entertained.
- 07.** Breach of any of the regulations of conduct or the use of unfair means discovered at examination will merit cancellation of the particular paper and the student concerned will be awarded a zero. And if such misconduct is repeated, he will be expelled from the entire examination.
- 08.** In all questions of promotion or failure the principal's decision is final and it cannot be reconsidered.



CRITERIA FOR PROMOTION

40% in all subjects required for promotion.

A+	:	91 & above.	C+	:	51 – 60.
A	:	81 – 90.	C	:	40 – 50.
B+	:	71 – 80.	D	:	39 & below – Fail.
B	:	61 – 70.			

SYSTEM OF EXAMINATION

There will be three examinations in a year such as Quarterly, Half Yearly and Annual, which is being carrying 80 marks each. There will be weekly test and the project work carrying 10 marks each, however, continuous test consisting of weekly and surprise test at the end of each chapter. The whole book has to be covered at the time of Annual Examination for the PN to UKG students. Nevertheless, 70% and 30% system is applied for the students of V to IX at the time of Final Examination. 70% from the lessons taught from January and 30% from the lessons taught before January.

PRIVATE TUITION

- 01.** It is the policy of the school, as to discourage private tuition, as a pupil should be able to progress in his/her work because of good teaching. When absolutely necessary, tuition may be allowed in consultation with the principal.
- 02.** Teachers are not allowed to undertake private tuition, which will be an interference with, the proper execution of their school duties, including the preparation of lesson and the correction of exercises.

VACATION

There are three vacations during the year: the summer vacation in May – June, Puja vacation in October, and winter vacation in December – January. For details see the school calendar.

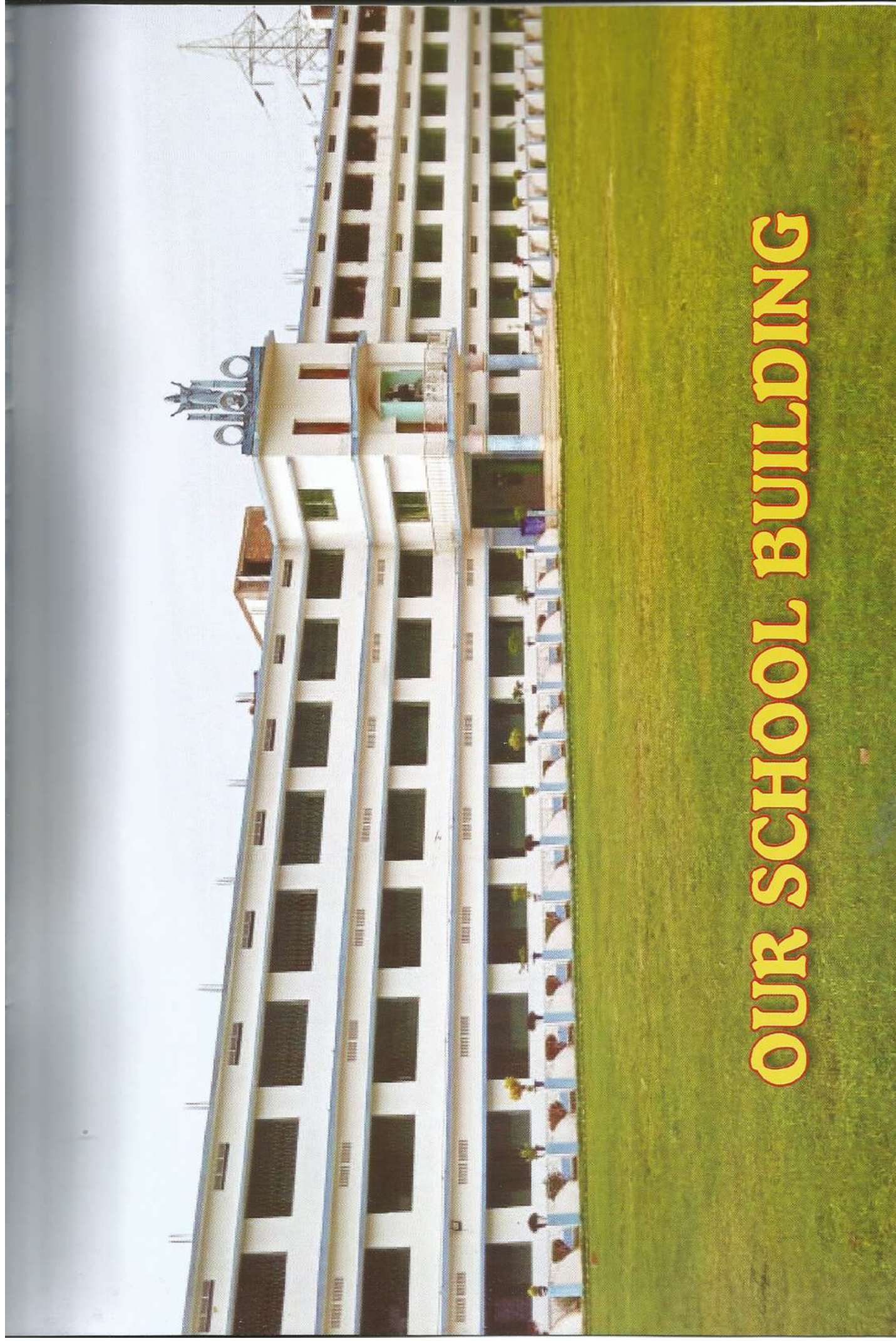


FOR GUARDIANS

- 01.** Guardians retain their rights and duties in the education of their children, although, they delegate themselves in part of the school.
- 02.** Guardians are requested to co-operate with the school authorities.
- 03.** Admittance into the school premises is at the sole discretion of the school authorities, which reserved to them, the right to refuse admission to anyone without assigning any reason whatsoever.
- 04.** All communications to the school should be addressed to the principal.

Special Attention

- Forms are available from October at Don Bosco Schools, Monigram, Raghunathganj and Sagardighi.
- The last date for the submission of forms is 30th November 20.... by 02.00 pm.
- At the time of submission of forms the following materials should be attached with the form. Two Passport size photos, Xerox copy of the Birth Certificate and a self addressed long brown envelop with 5 rupee stamp pasted on it.
- In the application clearly mention the class for which application is made.
- We have limited seats in all three schools.
- At the time of submitting form you will be informed about the date and the place of interview.
- When you submit the application form, do not forget to collect a receipt (token) for the same. The receipt will be a proof that you have submitted the application and it will be needed on the day of interview.
- Those who are seeking admission in Monigram submit your forms in Monigram office.
- Those who are seeking admission in Raghunathganj submit your forms in Raghunathganj office.
- Those who are seeking admission in Sagardighi submit your forms in Sagardighi office.



OUR SCHOOL BUILDING



**DON BOSCO
MONTESSORI SCHOOL
SAGARDIGHI
MOBILE : 9733896234**

**DON BOSCO
MONTESSORI SCHOOL
RAGHUNATHGANJ
MOBILE : 9475678312**

DON BOSCO ENGLISH MEDIUM SCHOOL, MONIGRAM

AT/PO - MONIGRAM PS - SAGARDIGHI, DIST-MURSHIDABAD

WEST BENGAL, INDIA, PIN - 742 237

CONTACT NO. - 9733493421

email : dbemsmon@yahoo.co.in

dbemsmon@gmail.com

website : www.donboscomonigram.org

 DON BOSCO ENGLISH MEDIUM SCHOOL MONIGRAM