



### VISION

Participation in creating a harmonious society where justice, peace, equality, freedom, patriotism and care for the planet earth are nurtured and promoted.

### MISSION

To enhance holistic human development and nation building through value based, growth-oriented and student-centered quality education to all sections of the society thus enabling the young person's become women and men of conviction, commitment, compassion and competence.



# **NAZARETH ACADEMY, GAYA**

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## **PROSPECTUS**



# SCHOOL ACTIVITIES





## AN INTRODUCTION

Nazareth Academy, Gaya is a Christian Minority School, owned and administered by the Gaya Nazareth Academy, Society which is committed to work for justice in solidarity with oppressed people, especially the economically poor and women and care for the earth. The commitment is carried out through education, health service, youth and women empowerment programs.

## ABOUT THE SCHOOL

At the beginning of the establishment of this school in 1939 it was named as St. Michael's School and was managed by CJ Sisters (IBMV). In 1943 Loreto Sisters took over and named the school Loreto Convent School. History intervened once again in 1950 when the school was handed over to the Sisters of Charity of Nazareth (SCN) and from then on it is known as Nazareth Academy.

The Pioneer team of SCNs, Sisters Charles Miriam, Ann Bernadette, Ellen Maria and Ann Roberta worked diligently for the growth and progress of the school. From 1939 the course of studies in the school has undergone a noticeable metamorphosis from Hindi medium to Junior and Senior Cambridge to Bihar Board and finally to CBSE Board from 1981.

As the years rolled on, the age old portals of Nazareth Academy and the century old buildings with their distinctive architecture carrying myriads of memories gave way to new and more modern buildings. Principals, teachers and other staff changed hands too, but have left their indelible marks in the hearts of many young and old students and their parents covering a span of three generations.

- Nazareth Academy is affiliated to the Central Board of Secondary Education, Delhi.
- The school caters to children of all sections of society, from class I to XII.
- It is characterized by a special openness to the education of girls.
- The medium of instruction is **English** with equal emphasis on proficiency in Hindi.
- The Academy session is from **April to March** every year.

## OUR PHILOSOPHY

Impelled by the love of GOD, we are called to bring about a just and humane society where love, equality, justice, freedom and integrity prevail.





## WE BELIEVE ...

- That every human being has the potential to become an integrated person, socially conscious and motivated to become a responsible leader, animating and affecting change in society.
- That the empowerment of every human being to achieve her/his potential is the distinguishing feature of our educational efforts.
- That this can happen in an atmosphere where values of love, freedom, sincerity and justice are experienced and lived out at the administrative and staff levels thus in turn, affecting the students, parents and all other beneficiaries.
- That education is a dynamic process in and through which we enable individuals to become intellectually competent, morally sound, psychologically whole, environmentally conscious, attuned to all that is best in Indian tradition and ever open to further growth.
- That empowering the most deprived and enabling them to take their place among others with dignity is an essential element of our educational endeavors.
- That by living out this philosophy of education in a spirit of discernment we enable each student to develop into a person who is truly MODERN, really INDIAN and deeply HUMAN and thus bring about a just and humane society which is the manifestation of God's reign on earth.

## SCHOOL ATMOSPHERE AND LIFE STYLE

- The atmosphere of a school is a subtle entity which reflects the way in which the philosophy of the school is lived out. The give and take, the building up of relationship, of mutual acceptance among children and staff of widely different backgrounds is seen as an essential part of this.
- The school lays great emphasis on the development of potential in all areas of life, seeking excellence for its own sake and not as a means of competing with others.
- The school becomes a centre for community development by opening its heart and its resources to those who are economically poor, sharing generously its facilities, expertise and contacts in an active awareness of educational deprivation in the local community and a creative response to it.
- The school is characterized by the simplicity of its life style. Shunning all forms of luxury or excessive display, and carefully removing or orienting all existing structures which might make a child feel inferior or force her/him to accept charity unnecessarily.
- The school values National Integration through the promotion of peace, communal harmony and justice; and it collaborates with local educational and civic agencies.
- The school ensures that all its activities and attitudes are in tune with what is best in local culture.





## ADMISSION CRITERIA

- **Children** are ordinarily admitted to class 1.
- **60%** of the admissions are set aside for girls. All eligible Catholic children will be admitted.
- **All** students seeking admission have to register themselves through a prescribed form. Meeting of **both the parents** is also a prerequisite for admission.
- **Admissions** to standard I to VIII and XI are made on the basis of availability of seat & merit of the candidate and at the direction of the selection committee. Admissions are completed by March.

## FOR PLUS TWO SECTION

- **Admission** to class XI is based on the school performance of the student in classes IX and X (**Academic / Behavior / Attendance**).
- **Science Stream** A1/A2/B1 in CBSE Board Examination or 80% & above for other Board students.
- An entrance exam will be conducted for all students other than Nazareth Academy students.

## DATE OF BIRTH / NAME

- **Date of Birth and Name** registered in the school records at the time of admission will not be changed later.

## CLASS 1 ADMISSION POLICY & PROCEDURE

SL.	Particulars	Weightage (Maximum)
1.	Ward of Teacher/Staff	20
2.	Ward of Alumni (NOSA)	20
3.	Sibling of the present students (Only 2nd Child)	10
4.	Neighbourhood children within 4 K.M	10
5.	Ward of Managing committee Member	10
6.	Completed and Correct Information	10
7.	Copy of Document required	10
8.	Birth Certificate obtained within 6 months of birth	10

1. All the Original Documents / Certificates must be produced at the date and time of verification. Please submit self attested photocopies for office use when submitting application form.
2. It is the responsibility of the parents to see that the Application Form is complete in all respects. Incomplete / illegibly written / overwritten / lack of supportive documents or certificates will lead to rejection of Application Form. False document / incorrect information found at any time, even after admission, will debar the candidate getting admission or pursuing studies.
3. All documents submitted at any time will become the property of the school and will not be returned.
4. Selection of the candidates will be done by the Admission Committee. No correspondence will be solicited regarding selection and admission of a candidate. Any recommendation, use of influence (direct or indirect), offer of donation, etc. will lead to cancellation of the Application Form / admission of the candidate.
5. If selected, admission must be taken within the time given for admission. Thereafter, the candidate will forfeit the chance for admission.
6. If the applicants are more than the available seats in the merit list prepared on the basis of given parameter, lottery will be taken from those selected within the above parameter.
7. If the child is underage / overage the form will be rejected. The Committee's decision will be final.
8. Application Form Fee/Admission Fee will not be refunded in any circumstance.
9. **Age: The candidate must be of 5½ to 6½ years as on 31st March.**







## **NORMS FOR PROMOTION**

- The general criterion for promotion is that a student has grasped the subject matters of the present class sufficiently well to follow the subjects in the higher class easily.
- Students should pass in all major subjects with 33% marks to be eligible for promotion.
- The results declared at the end of the year is final and cannot be reconsidered.
- In keeping with the National Policy on Education and the CBSE Grading scheme, report cards will indicate grades for scholastic as well as co-scholastic aspects of the pupil's growth.

## **DISMISSAL AND SUSPENSION**

The selection and Promotion Committee / Managing Committee reserves the right to send any student from the school for the following reasons.

- The student's conduct is against the good moral tone of the school.
- The student's work and progress in studies are unsatisfactory.
- The student is a habitual late comer.
- The student does not have the required attendance.
- Use of abusive language by students in and around the school campus.
- No behavioral change in spite of regular warnings.
- The student is absent without any prior information for more than 15 calendar days.
- The student has been issued more than three warning notices.
- The selection and Promotion Committee reserves that right to suspend a student from attendance at the school and to determine the period of suspension.
- The gravity of the offence and the degree of damage caused thereby to school discipline will be factors considered when fixing the period.

## **ABSENCE FROM SCHOOL**

- A student returning to school after suffering from an infection or contagious disease should produce a doctor's certificate permitting him/her to do so.
- Students are expected to be present in the school before and after any holidays (e.g. Summer Holidays, Puja Holidays, Winter Holidays etc.)
- Prior permission with a leave application needs to be obtained for taking leave if it is for more than a day. Any leave taken should also be mentioned in the diary, even if the leave application is submitted.
- If a student is absent from school without any prior information for 15 or more consecutive days his/her name will be removed from the rolls.





## DISCIPLINE AND REGULARITY

- The students of Nazareth Academy are expected to conduct themselves as good citizens at all times and in all places. The school insists on punctuality, regular school attendance, cleanliness in dress and fidelity to study and work assignments.
- The students are expected to be in school five minutes before the assembly. If found late often, the student will be sent back home. No one may enter his/her classroom before the morning assembly.
- No books (other than the text books or library books), magazines, paper, CDs, Mobiles, Pen drives etc. may be brought to school without the permission of a member of the teaching staff or the Principal.
- No circulars or literature of any kind may be distributed within the school campus without the permission of the Principal.
- Care must be taken for all school property and no student should scratch or spoil the desk or chair or damage any school furniture, write or draw anything on the wall or in any way damage things belonging to others. Damage done even by accident should be reported at once to the class teacher or to the Principal, Each class will be responsible for looking after all class property.
- The school is not responsible for the goods lost. Do not bring valuable Jewellery, Pens, Watches, Tiffin carriers and other articles to school.
- Money should not be lent or borrowed or articles given or exchanged except with the knowledge of the class teacher or the Principal or the Vice Principal.
- No one will use other person's belongings without permission. The students must not destroy other student's belongings.
- Cycle must be kept locked in the cycle stand and never left standing about the grounds or verandas even on non-class days. Cycle must not be ridden around the campus during school hours.
- No student will be allowed to drive scooters motor cycles or any vehicle to and from school. If found so, strict disciplinary action will be taken against them.
- Students staying away from their parents are not encouraged. If for any reason they are not living under the guardianship of their parents, the school must be notified immediately.

## ACTIVITIES

- The years a student spends in the school enable him/her to acquire principles of good conduct and action and lay solid foundation for true purposeful living when he/she attains adulthood.
- Principles of honesty, trust, cooperation, self reliance and hard work are inculcated through various school activities. In these activities the student learns to do things himself/herself under the steady supervision of teachers. They are given the opportunity to see practical application of the abstract ideas of give and take that they learn in the classroom.
- Certain activities are conducted under the House system. The entire school is divided into Four Houses : RED, BLUE, GREEN, & YELLOW, in order to encourage team spirit and cooperation.
- Activities like Dramatics, Elocution, Quiz, Singing, Dancing, Drawing, and Painting, Essay writing, Debates, Sports, Games etc. are carried out under the guidance of teachers assisted by the captains appointed for various Houses.





## OUTREACH PROGRAMMES

- These are ways in which the school links with the local community.
- Tailoring/Embroidery/Knitting for the economically deprived women of the locality and to the women in Gaya Jail.
- Students visit school for the physically challenged, Leprosy home, blind school, old-age home, etc. Organize social awareness rallies.

## PROFILE OF THE STUDENT OF NAZARETH ACADEMY

- Using the many facilities and opportunities offered at Nazareth Academy, the student will make personal and consistent efforts to develop qualities of one's mind and heart, body and spirit. The following statements spell out in some detail the features and characteristics expected of a Nazareth student.
- Keenly and consistently applies oneself to studies, aiming to match one's actual achievement.
- Makes efforts to develop a scientific attitude of curiosity, the courage to question, to explore and to side with truth, as revealed by the proven facts of science. Sees Science and Technology as potential allies for human growth and advancement and learns to use them appropriately.
- Takes real interest and participates in one or more games and in other co-curricular activities. She/he takes measures to remain bodily fit, acquires good food habits and thus preserves health.
- Develops an attitude of thoroughness and hard work.
- Demonstrates in normal school situations inside the classroom and outside, readiness to make oneself available, to share one's time, to assist a weaker student, to teach a skill etc., so as to make a real contribution to build a school community. She/he thus gives substance to the school pledge: "All Indians are my Brothers and Sisters."
- Is ready and willing to help lift the socio-economically weaker sections of society in the neighborhood, by getting involved in literacy and other social action programmes for the poor.
- Has the courage of conviction and strength of character to take a stand on an issue, and speak out politely without fear on an issue on appropriate occasions.
- Learns to use courteous and respectful words with everyone.
- Learns to respect teachers and elders and maintenance staff according to our good Indian tradition.
- Respects our planet earth and makes one's contribution to its conservation and to prevent its degradation.
- Accepts and grows into the spiritual traditions of one's own religion and respect other religious traditions. Accordingly, recognizes the power of knowledge to liberate (Sa Vidya Ya Vimuktye); She/he develops an attitude of universal love and compassion for all of God's creation and develops a sense of the Divine and is able to commune with God (Bhakti).
- Thus she/he gives personal meaning, energy and direction to one's life and actions.
- The school, while selecting leaders, at all levels, at the Class, House and School levels, will identify those students who have made efforts and have succeeded in great measures in the areas mentioned above. These will be selected as School Leaders, and other leaders in order to further promote and nurture these characteristics in our students.



## RECOMMENDATION TO PARENTS

- PARENTS ARE THE PRIMARY EDUCATORS of their children. Therefore, the school greatly requires their cooperation from day to day.
- Every effort is made to get to know the parents through meetings in school and as far as possible, through home visits. After admission, a parent's meeting is held to acquaint them with the philosophy and policy of the school; Parent-teacher meetings are used for sharing our vision of education and for checking on the academic progress of the student.
- Parent's involvement in the school is encouraged and appreciated, care being taken at the same time to see that all such involvement is a voluntary service and in no way connected or appearing to be connected with extra privilege, or interference in the administration of the school.

## THE FOLLOWING ARE EXPECTED OF THE PARENTS

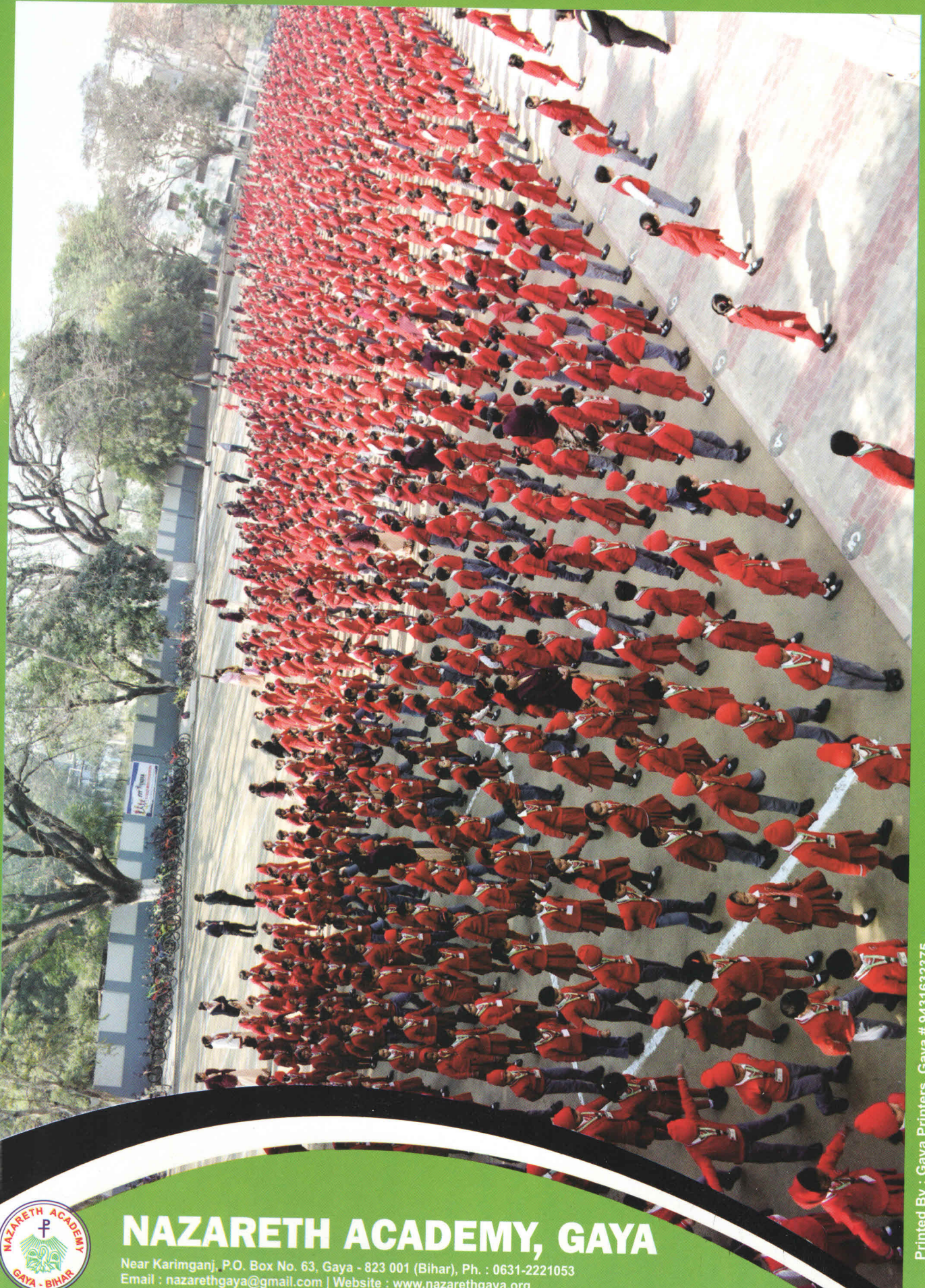
- Parents are urged to see that their children wear clean clothes to school, come to school punctually, do their regular studies and utilize their time at home constructively.
- Parents must see their children bringing books and other articles as given in their class routine.
- Parents must check the diary of the child regularly and help her/him to improve in the concerned areas. Repeated reminders in the diary indicate lack of co-operation from parents in the progress of the child and will be taken seriously. Parents must sign diary as and when required.
- 'Private tuition' is not encouraged. If any child is in need of extra coaching, it should be done with the approval of the Vice Principal. Private tuition should never become a regular feature of a child's learning.
- As far as possible, parents should encourage their children to speak in English.
- When communicating with the school authorities, the parents are requested to mention the name, the class and the section of their children. All leave letters should be addressed to the Principal.
- Non-attendance and leave records should be entered in the diary and signed by the parents.
- Parents, guardians and other persons should not visit the classroom, or interview the teachers during school hours except after obtaining approval of the Principal or the Vice Principal.
- The parents should ensure that your ward brings the diary to the school daily. Any information to the Principal or Teachers should be written in the diary.
- Parents are asked not to visit teacher's residence & homes to discuss school matters, but to come to the school to meet the teachers regarding the progress of their children. Parents are requested to meet the teacher to discuss the progress of their ward. Kindly inform the teachers at least one day before in writing which can be intimated in the diary.
- Parents are expected to send healthy food with their children daily. If not sent with the ward, parents should keep tiffin in the office with needed information and the ward can pick it up during the tiffin break. Tiffin will not be sent to the class. Green vegetables are a necessary part of their tiffin. Fast food is not allowed in the school.
- Parents are advised to encourage their children to take part in extra-curricular activities in school and outside the school and that children come for these practices on time when they are held outside school hours, or on Saturday or Sundays.



# PHOTO GALLERY







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