CARMEL ACADEMY

CMI ICSE SCHOOL

(Affiliated to CISCE New Delhi- Reg. No. KE164)

Railway Station Road, Chalakudy - 680 307
Thrissur Dist, Kerala, India
Ph: 0480 2709022, 2707022
Mob: 9400327022
Website: www.carmelacademychalakudy.com
email: carmelacademychalakudy@yahoo.com
acadicse@gmail.com

HANDBOOK
2026 - 2027

Name.....

Class.....Div.....

CARMEL ACADEMY

(CMI ICSE SCHOOL)

CHALAKUDY - 680 307

2026 - '27

SCHOOL HOURS
8.55 a.m. - 3.45 p.m.

PRINCIPAL'S OFFICE HOURS
3.30 p.m. to 4.30 p.m.

TIME FOR VISITING THE TEACHERS
Thursday : 12.45 p.m. to 1.30 p.m.

TIME FOR REMITTING FEE
9.30 a.m. to 1.30 p.m.
(Card/QR code)

Do the bank payment in the name :
The Manager & Principal
Carmel Academy to The South Indian Bank Ltd.
Account No: 0012053000058176
IFSC Code : SIBL0000012

OFFICE HOURS
9.30 a.m. to 12.30 p.m.
1.30 p.m. to 3.00 p.m.
(Saturday & Sunday holiday)

Parents and other visitors are requested to follow strictly, the time schedule given above for the smooth functioning of the school.

Don't let the fear of losing be greater than the excitement of winning."
- Robert Kiyosaki

CARMEL ACADEMY
(CMI ICSE SCHOOL)
STUDENT BIO-DATA SHEET

Admn. No. : .....

Name : .....

Age & Date of Birth : .....

Aadhaar No. : .....

Date of Admission : .....

Class : .....Division.....

Roll No. : .....

Blood Group : .....

Name of Father/Guardian : .....

Name of Mother : .....

Permanent Address : .....

of Parent .....

.....

.....

Phone Numbers : 1).....2).....

Occupation of Parent:.....

Office Address : .....

of Parent .....

.....

.....

Email ID .....

Names of Brothers / Sisters studying in this school, if any

a: .....

b : .....

SPECIMEN SIGNATURES

Father	Mother	Guardian

Parents must inform the school authorities if there is any change in the above given data, during the course of the academic year.

"No one can make you feel inferior without your consent."
- Eleanor Roosevelt

CARMEL ACADEMY: AN OVERVIEW

Welcome to Carmel Academy

Carmel Academy is a premier educational institution managed by the CMI Devamatha Province, Thrissur. Guided by the standard ICSE and ISC curricula, Carmel Academy has completed seventeen years of academic excellence.

Our journey forward includes a thriving Higher Secondary section (ISC), offering specialized Science streams: **Biology with Mathematics** and **Computer Science with Mathematics**. Today, Carmel Academy is home to over 800 students, supported by a highly dedicated team of teaching and non-teaching staff. Our ultimate goal is to empower students to excel at both national and international levels.

Foundational Vision and Values

Inspired by the educational vision of St. Kuriakose Elias Chavara, the founder of the CMI Congregation, we aim to shape socially responsible citizens.

- **Social Responsibility:** Students are encouraged to look beyond themselves and contribute voluntarily to social causes from their own pocket money.
- **Community Outreach:** Twice a year, our students actively participate in outreach programmes, visiting and supporting underprivileged, marginalized, and differently-abled individuals with material and financial aid.
- **Emotional Resilience:** Beyond academic success, we instill strong moral and spiritual values, teaching students to face both achievements and setbacks with grace and equanimity.

Language Proficiency and Global Outlook

We place a major emphasis on multilingual proficiency to prepare students for a globalized world:

"Develop success from failures. Discouragement and failure are two of the surest stepping stones to success." - Dale Carnegie

- **English Fluency:** Language development begins at the foundational level, enabling even our Kindergarten students to speak English with natural ease and fluency.
- **National & Regional Languages:** Malayalam and Hindi are integrated into the curriculum with genuine enthusiasm.
- **German Language Option:** To provide a global edge, Carmel Academy offers German as an optional subject, backed by an official partnership with the prestigious **Goethe-Zentrum, Thiruvananthapuram**.

The Campus Culture: A Modern *Gurukula*

Our pedagogical approach blends ancient wisdom with modern care:

- **The Teacher as a Mentor:** With an optimal student-to-teacher ratio and the continuous presence of faculty members-even during recess-our campus mirrors the supportive environment of the traditional *Gurukula* system. Educators serve simultaneously as teachers, mentors, friends, and guardians.
- **Positive Discipline:** Learning is entirely student-centred. We strictly follow a no-punishment policy. Instead, teachers use professional counselling, gentle persuasion, and constructive dialogue to guide students towards positive behavior.

Infrastructure and Holistic Development

We believe in nurturing every dimension of a child's potential through state-of-the-art facilities and specialized programming:

- **Smart Campus:** Learning is enhanced through digitized smart classrooms, home theatre, library, and advanced science and computer labs.
- **Talent Scan Programme:** Managed by qualified professionals, this unique initiative identifies, taps, and nurtures the latent talents of every child.
- **Balanced Growth:** Equal prominence is given to Sports, Fine Arts, and Crafts, ensuring that a robust scholastic foundation goes hand-in-hand with creative and physical development.

OUR VISION AND MOTTO

विद्यया समुदयम् (Vidyayâ Samudayam), which means the "Integral growth through knowledge."

God as *sat-cit- ananda* is the fondation and fullness of all that is real, true and beautiful.

OUR MISSION

Carmel Academy, set in an eco-friendly ambience, equips the pupils to face the realities of life, moulding them to be socially responsible citizens. The potentials of the wards are identified and nurtured, which help them to widen their horizons. Spiritual and moral values are inculcated in them and the qualities of integrity, kindness, charity and good manners are encouraged. Not only academic excellence is enhanced but also all the efforts and initiatives on the part of the students are appreciated.

CORE VALUES

- Faith in God - Spiritual consciousness and deep rooted belief in God.
- Moral Integrity - Upholding the sense of right and wrong.
- Academic Pursuit - Excelling in the development of knowledge, skill and wisdom.
- Physical Fitness - Making the students healthy and mentally alert.
- Integrated growth, leading to the holistic grooming.
- Social Orientation - Creating humane and philanthropic awareness.

"A successful man is one who can lay a firm foundation with the bricks others have thrown at him." *- David Brinkley*

St. Chavara

CHAMPION AND FOUNDER OF EDUCATION

Students' Prayer of St. Chavara

Most loving God, you are the source and fullness of all wisdom. We thank you for giving us a bright and powerful mind. Fill our minds with your light. Increase our memory power. Give us concentration in our studies. Lord, help us to organise our ideas systematically when we sit for our exams. Give us calmness of mind to overcome any fear or depression whenever we encounter any difficult problem. Be with us, O Lord, encouraging us to face any negative situation with courage and confidence. Let your divine presence in us inspire and strengthen us to bring out the best from our studies and exams.

Lord, enlighten our minds to develop all our talents for your glory and for the service of our fellow beings. Let our lives become shining lights for others.

Lord, bless our dear parents, brothers, sisters, teachers and friends. O loving God, help us to be successful in our studies and come out with flying colours in our exams.

St. Chavara, friend of students, pray for us.

"It is our choices, that show what we truly are, far more than our abilities."
- J. K Rowling

CARMEL ACADEMY ANTHEM

Carmel Academy, Alma Mater
Under your banner, we gather
To sing your praises and glory
To walk in virtues of Truth and Love.

Mother Carmel, help in our pursuits
To learn, to groom, to grow

Guide us Alma Mater,
Down the aisles of Carmel
Direct our steps in your ways
Heal us of fear and envy.

Mother Carmel, help in our pursuits
To learn, to groom, to grow

Carmel Academy, Alma Mater
We your children united
Strive to guard your honour,
To bear thy name with pride and bliss.

Mother Carmel, help in our pursuits
To learn, to groom, to grow

Lyrics by

Prof. Sheela Mathews
(Former Academic Administrator)

"Live as if you were to die tomorrow. Learn as if you were to live forever."
- Mahatma Gandhi

THE LORD'S PRAYER

Our Father in Heaven
holy be your name,
your Kingdom come
your Will be done on earth, as it is in heaven.
Give us today our daily bread
forgive us our sins
as we forgive those who sin against us,
do not bring us to the test
but deliver us from evil
Amen

HAIL MARY....

Hail Mary full of Grace, the Lord is with you:
Blessed are you among women,
And Blessed is the fruit of your womb Jesus.
Holy Mary, Mother of God, pray for us sinners,
Now and at the hour of our death.
Amen
Glory be to the Father, and to the Son and the Holy Spirit.
As it was in the beginning, is now, and ever shall be, world without end. **Amen**

ASSEMBLY PRAYER SONGS

I JUST KEEP TRUSTING

I just keep trusting my Lord, As I walk along
I just keep trusting my Lord, and he gives me a song,
Tho' the storm clouds darken the sky
Over the heavenly trail
I just keep trusting my Lord, He will never fail.
He's a faithful friend (2) such a faithful friend (2)
I can count on Him (2) to the very end (2)

WELCOME HOLY SPIRIT

Welcome Holy Spirit
We are in your presence
Fill us with your power
Live inside of me
You are the living water
Never drying fountain
Comforter and Counsellor
Take complete control

MY LIFE IS IN YOU LORD

My life is in you lord
My strength is in you lord
My hope is in you lord
In you, it's in you
I"ll praise you with all of my life
I'll praise you with all of my strength
With all of my life
With all of my strength
All of my hope.

"I have not failed. I've just found 10,000 ways that won't work."
- Thomas A. Edison

LIGHT OF THE WORLD

Light of the world
You stepped down into darkness
Open my eyes, Let me see
Beauty that made this heart adore you
Hope of a life spent with you

Here I'm to worship
Here I'm to bow down
Here I'm to say that you are my God
You're altogether lovely
Altogether worthy
Altogether wonderful to me

MY JESUS MY SAVIOUR

My Jesus, My Saviour
Lord there is none like you
All my days, I want to praise
The wonders of your mighty love
My comfort, my shelter,
Tower of refuge and strength
Let every breath all that I am
Never cease to worship you
Shout to the lord all the earth let us sing
Power and majesty, praise to the king
Mountain bow down and the seas will roar
At the sound of your name
I sing for joy at the work of your hands
Forever will love you, forever will stand (2)
Nothing compares to the promise I have in you.

SHOWERS OF BLESSING

There shall be showers of blessing
This is the promise of love
There shall be seasons refreshing
Sent from the Saviour 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
Send them upon us O Lord
Grant to us now a refreshing
Come now and honour Thy word.

There shall be showers of blessing,
Oh that today, they might fall,
Now as to God we are confessing
Now as on Father we call...

JESUS, LAMB OF GOD

Jesus, Lamb of God
Worthy is Your name
Jesus, Lamb of God
Worthy is your name

You are my strength when I am weak
You are the treasure that I seek
You are my all in all
Seeking You as a precious jewel
Lord, to give up I'd be a fool
You are my all in all

Taking my sin, my cross, my shame
Rising again I bless Your name
You are my all in all
When I fall down You pick me up

When I am dry you fill my cup
You are my all in all.

Whatever the mind of man can conceive and believe, it can achieve.
– Napoleon Hill

OM JAGADEESWARA

Om Jagadeeswara sadaapi chinmaya
Jagadeeswara vande (2)
Om paripoojita paraaparaatma(2)
Anavaratam vande (3)

हम को मन की शक्ति देना

हम को मन की शक्ति देना
मन विजय करे...
दूसरों की जय से पहले
खुद की जय करें

हमको मन की शक्ति देना
भेद-भाव अपने दिल से साफ कर सकें
झूठ से बचे रहें, सच का दम भरें...
दूसरों की जय से पहले
खुद की जय करें

आजा मेरे प्रभु

आजा मेरे प्रभु
मेरे दिल में मेरे तन में
आजा प्रभु
तू आकर मुझको चंगा कर दें
मेरे हृदय को साफ कर दें
तू ही प्रभु मुक्तिदाता (२)
मुझ पर दया करो।

ॐ जय जगदीश

ॐ जय जगदीश हरे
स्वामी जय जगदीश हरे
भक्त जनों के संकट
दास जनों के संकट
क्षण में दूर करें

ॐ जय जगदीश हरे

നിത്യമാം പ്രകാശമേ

നിത്യമാം പ്രകാശമേ നയിക്കുകെന്നെ നീ
ചുറ്റിലുമിരുൾ പരന്നിടുന്ന വേളയിൽ
അന്ധകാരപൂർണ്ണമായ രാത്രിയാണു പോൽ
എൻ ഗൃഹത്തിൽ നിന്നുമേറെ ദൂരെയാണു ഞാൻ
നീ നയിക്കുക, സാദരം വിഭോ
നിൻ പ്രകാശധാര തൂകി നീ നയിക്കുക

ഏറെ ദൂരെയുള്ള നല്ല കാഴ്ച കാണുവാൻ
അല്ലയെന്റെ അർത്ഥനകൾ നിൻ വരത്തിനായ്
എന്റെ പാദമൊന്നു നീ നയിക്കിലത്രയും
എന്റെ മാർഗ്ഗദീപമേ എനിക്ക് തൃപ്തിയായി
നിൻ പ്രകാശധാര തൂകി
നീ നയിക്കുക നീ നയിക്കുക

PRAYER BEFORE CLASS

Lord, we ask for your wisdom and guidance as we begin this class. Help us to be mindful and respectful.

PRAYER BEFORE LUNCH

Bless us, O Lord / and these your gifts / which we are about to receive/ from Your bounty. Amen.

PRAYER AFTER CLASS

God / we thank you for helping us this day / Help us remember / all that we have learnt today. Be with us / on our journey back home.

PLEDGE

India is my country / and 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.

प्रतिज्ञा

भारत मेरा देश है। हम सब भारतवासी भाई बहन हैं।

मुझे अपना देश प्राणों से भी प्यारा है। इसकी समृद्धि और विविध संस्कृति पर मुझे गर्व है।

मैं इसका सुयोग्य अधिकारी बनने का सदा प्रयत्न करता रहूँगा। मैं अपने माता-पिता, शिक्षकों एवं गुरुजनों का सदा आदर करूँगा और सबके साथ शिष्टता का व्यवहार करूँगा

मैं अपने देश और देशवासियों के प्रति वफादार रहने की प्रतिज्ञा करता हूँ। उनके कल्याण और समृद्धि में ही मेरा सुख निहित है। जय हिंद

പ്രതിജ്ഞ

ഇന്ത്യ എന്റെ രാജ്യമാണ്. എല്ലാ ഇന്ത്യാക്കാരും എന്റെ സഹോദരീ സഹോദരന്മാരാണ്.

ഞാൻ എന്റെ രാജ്യത്തെ സ്നേഹിക്കുന്നു. സമ്പൂർണ്ണവും വൈവിധ്യ പൂർണ്ണവുമായ അതിന്റെ പാരമ്പര്യത്തിൽ ഞാൻ അഭിമാനം കൊള്ളുന്നു.

ഞാൻ എന്റെ രാജ്യത്തിന്റേയും എന്റെ നാട്ടുകാരുടേയും ക്ഷേമ ത്തിനും ഐശ്വര്യത്തിനും വേണ്ടി പ്രയത്നിക്കും.

NATIONAL ANTHEM

Jana gana mana adhinayaka jayahe
Bharatha bhagya Vidhata
Punjab Sindh Gujarata Marata
Dravida Utkala Vanga
Vindhya Himachala Yamuna Ganga
Ucchala Jaladhi taranga
Tava shubha name jage
Tava shubha asisha mage
Gahe tava jaya gatha
Jana gana mangala dayaka jayahe
Bharatha bhagya vidhata
Jaya he, jaya he, jaya he,
Jaya, jaya, jaya jaya he.

The following is from Tagore's own translation:-

"Thou art the ruler of the minds of all people, Dispenser of India's destiny. Thy name rouses the hearts of Punjab, Sindh, Gujarat and Maratha, Of the Dravid and Orissa and Bengal; It echoes in the hills of the Vindhyas and the Himalayas, mingles in the music of Yamuna and Ganges and is chanted by the waves of the Indian Ocean. They pray for thy blessings and sing thy praise. The saving of all people waits in thy hand, Thou dispenser of India's destiny. Victory, Victory, Victory to thee !"

GENERAL INFORMATION

ADMISSION

Carmel is a co-educational institution and admission is open to all good and earnest students, irrespective of caste and creed. Admission will be granted only after appropriate oral and written tests and is subjected to age limit norms.

1. The principal has the absolute right to admit/deny admission. The decision of the principal shall be final and binding on the parents.
2. A child who joins fresh should submit the original birth certificate from the relevant Government Panchayath/Municipal authority in support of the date of birth entered in the registration form.
3. Pupils seeking admission from another school will be admitted only when a Transfer Certificate from the school he/she has attended, is produced.
4. Students coming from schools outside Kerala should produce the TC countersigned by the Educational Officer of the area in that state from where he/she comes.
5. Students coming from schools outside India should produce the TC countersigned by the Indian Embassy from where he/ she comes.

METHOD OF STUDY

The number of students in each class is restricted, in order to give each one maximum individual attention. This helps the students to carry out their major part of study in the classroom itself with the help of teachers and thereby reducing the quantum of work carried home. Activity - Oriented method is adopted at the Kindergarten level. We give emphasis to deeper formation of character and development of personality of students. A study / homework / activity timetable must be drawn up by the child with the assistance of the class teachers and the parents. At the Kindergarten level, the respective class teachers make a study timetable for the child. The variety in teaching/learning methods at Carmel Academy is geared to meet different learning styles of learners. We apply methods of active learning such as discussions, quizzes, collaborative learning and curriculum-based project work to stimulate higher order of thinking skills. A variety of reading and writing strategies are also made use of.

UNIFORM

- **The school uniform is compulsory for all the students on all school days and during official school functions unless indicated. Parents are requested to ensure that their ward comes to school in the correct and complete uniform. Otherwise, strict disciplinary action will be taken and also a fine will be levied.**
- Clothes must be clean and ironed, and shoes must be polished.
- Jewellery and gold ornaments are not permitted. Girls may wear simple ear-studs only.
- Only students of Grade V and above, are allowed to use watches. **Kindly avoid fancy watches.**
- **Girls with long hair should wear it in two plaits. Avoid fancy hair clips, hairbands, bindis, stylish haircuts etc. Boys should have only ordinary hair cut. Any other stylish hair cuts will be fined heavily.**
- Only **BLACK** hairbands, hairclips and rubber bands are to be used. No other colour is permitted.
- No special hair cuts are allowed for boys.

UNIFORM - REGULAR (BOYS)

Class	Monday, Tuesday & Friday
KG 1 & 2	Dark Blue Shorts, Pink Checked Shirt, Tie, Belt, Socks and Black Shoe.
Grade 1, 2, 3, 4, 5	Dark Blue Pants, Pink Checked Shirt, Tie, Belt, Socks and Black Shoe.
Grade 6,7,8,9,10,11,12	Dark Blue Pants, Blue Checked Shirt, Tie, Belt, Socks and Black Shoe.

UNIFORM - Regular (girls)

Class	Monday, Tuesday & Friday
KG 1 to Grade 5	Dark Blue Pinafore, Pink Checked Shirt, Tie, Belt, Socks and Black Shoe.
Grade 6,7,8,9,10,11,12	Dark Blue Pants & waistcoat, Blue Checked Shirt, Tie, Belt, Socks and Black Shoe.

UNIFORM - Special on Wednesday

KG 1 & 2 (Boys)	Red T-Shirt, Grey coloured Shorts, Belt, Socks & Black Shoe.
Grade 1, 2,3,4,5 (Boys)	Red T-Shirt, Grey coloured Pants, Belt, Socks & Black Shoe.
Grade 6,7,8,9,10,11,12 (Boys)	Red & White striptes T-Shirt, Grey coloured Pants, Belt, Socks & Black Shoe.
KG to Grade 5 (Girls)	Red T-Shirt, Grey coloured Pinafore, Belt, Socks & Black Shoe.
Grade 6,7,8,9,10,11,12 (Girls)	Red & White striptes T-Shirt, Grey coloured Pants & Waist coat , Belt, Socks & Black Shoe.

"Learn from yesterday, live for today, hope for tomorrow. The important thing is not to stop questioning." — Albert Einstein

UNIFORM - Pre K G

Monday & Wednesday

Boys : Blue Check Shirt, Blue trousers
Girls : Blue Check Shirt, Blue Pinafore

Tuesday & Friday

Boys : Pink T-Shirt, Blue trousers
Girls : Pink T-Shirt, Blue Pinafore

Thursday

Boys & Girls : Track suit

(On all days black sandals are cumpulsory)

SPORTS UNIFORM

Students will be provided with a track suit according to the houses they belong to. All the **Pre - K.G., K.G., L.P., Middle School, H.S.& ISC students** have to wear that sports uniform on all **Thursdays**.

SOCKS

Class	MONDAY, TUESDAY, THURSDAY & FRIDAY
Pre KG	.....
KG 1 to Grade V	Dark Blue with pink stripes
Grade VI to XII	Dark Blue with white stripes
	WEDNESDAY
Pre KG	.....
KG 1 to Grade 12	Grey (with Red stripes)

Note:

- **Students are not allowed to wear any other coloured socks, other than, those mentioned above.**
- **If there is class on Saturday, Students should follow the Wednesday's uniform pattern**

ATTENDANCE

Regular attendance in the class is expected from all the pupils. Any irregularity in this regard or absence without prior permission will adversely affect the evaluation of the concerned pupil and may involve disciplinary action.

Attendance on the date of opening and closing of school is compulsory. Students with full attendance will be rewarded.

SCHOOL FEES

Fee shall be received in three installments at the Carmel Academy **School office from 9.30 a.m. to 12.00 p.m. and 1.00 p.m. The first instalment is to be paid at the time of admission (June). The second instalment is due in October and last instalment in January. The fees should be paid between 2nd and 10th working day of the month without fine and the last two working days with a fine of Rs. 25/-. All fees paid thereafter, will attract a surcharge of Rs. 100/- per term.**

- If the fee not paid as per the given date, the promotion to the next class will be withheld.
- Fees once paid will not be refunded.

EVALUATION

There will be two mid-term evaluations or equivalent assessments, besides the terminal evaluations in the course of the year. Reports of all evaluations will be given to the parents appropriately.

Students found guilty of any malpractice will be subjected to stern disciplinary action.

A Best Performer Award is given to a child, based on child's involvement in academic, non-academic activities, in maintaining discipline and having exemplary character.

PROMOTIONS

Promotion is based on the cumulative performance level of the work done during the year. continuous assessment will be done on classwork, home-work, projects, worksheets and tests.

Promotion will be based on the whole year's work, on regular attendance, on the overall development, assignments and the assessments conducted throughout the year.

With regard to promotion, the decision of the school authorities will be final.

All are expected to do their work punctually and dutifully.

"It does not matter how slowly you go, so long as you do not stop."
- Confucius

GRADES

Range of Marks			Grades	Remarks
Out of 25	Out of 50	Out of 80		
22.5 - 25	45 - 50	72 - 80	A+	Outstanding
20 - 22	40 - 44	64 - 71	A	Excellent
17.5 - 19.5	35 - 39	56 - 63	B+	Very Good
15 - 17	30 - 34	48 - 55	B	Good
12.5 - 14.5	25 - 29	40 - 47	C+	Above Average
10 - 12	20 - 24	32 - 39	C	Average
Below 10	Below 20	Below 32	D	Below Average

OPEN HOUSE PROGRAMME

After monthly evaluation, an Open House Programme will be arranged to facilitate the parents to get a first hand information about the performance/short coming of their children. Parents are to meet the teachers with their son/daughter at the scheduled time.

PARENT-TEACHER-WELL WISHERS' ASSOCIATION

The PTWA Association aims primarily at ensuring effective co-operation among all concerned i.e. the Management, Staff, Parents and benefactors of the school, eventually involving in the developmental activities of the school.

Apart from the P.T.W.A., Mother P.T.A. has also been formed for the developmental activities of the child.

FACILITIES PROVIDED

1. **Computer :-** The school has made adequate arrangements to impart basic education in computer application with the help of professionals in the respective field.
2. **Library :-** The school has a well equipped library with a complete collection of latest Encyclopaedia. Students are encouraged to use the library facility extensively both for reference and home reading.
3. **Science Laboratories:-** The school maintains well-equipped separate laboratories for Physics, Chemistry, Botany and Zoology.
4. **Children's Amusement Park:-** This is a special facility provided for Kindergarten children to make their first learning experiences in the school, pleasant and memorable.
5. **Training in Games and Athletics:-** Vacation camps and after-class coaching are arranged with the help of professionals to develop skills and talents of our students in various games.
6. **Talent Scan Programmes:-** Weekly Special Coaching is given to the students to develop their innate talents. Students get opportunity to choose one item from a variety of options like use of Yoga, Zumba, Keyboard, Robotics, Roller Skating, Karate, Abacus etc.
7. **Stadium :-** The school possesses one of the finest stadiums in the state, of international standards with 8 lane 400 m track. The track encloses a fine football ground and it is attached with a magnificent pavilion. These infrastructural facilities are not only utilised by our students, but also kept open to the general public for useful purposes.
8. **Home Theatre:-** The school has to its credit, a fully air-conditioned home theatre and LCD projection. This facility is used to teach especially English language and science subjects.
9. **Digital Classrooms:-** Interactive whiteboard-installed classrooms have been set-up to make teaching and learning, competitive and interesting.
10. **Clubs:-** To encourage the interests of the students in different fields, clubs like Nature Club, Science Club, Mathematics Club,

"Try not to become a person of success, but rather try to become a person of value." — *Albert Einstein*

Philately Club, Quiz Club and Literary Club are organized. Students are encouraged to enrol themselves in any one of them, according to their interest.

11. **Conveyance:-** For the convenience of the pupils, the school operates buses. Children will be picked up and dropped at prefixed points.
12. **Special Training:-** The talented pupils are trained by professionals on the first and third saturdays.
13. **Language Lab:-** The English Language Lab facility is arranged to instil a new perception to understand English Language with correct sounds, stress, intonation and the pause patterns in an authentic way.
14. **German Language Class: -** The school has arranged a special coaching on German language on select Saturdays by well-trained German tutors.

GENERAL RULES AND REGULATIONS

All efforts made by the school authorities with regard to education and formation of the students can bear fruit, only with the co-operation of the parents. Hence the parents should ensure that

(a) Children attend school in the prescribed uniform with the required books.

(b) Children get enough time at home for self study and assignments.

A good deal of information is passed through the handbook and therefore parents are advised to check the diary everyday.

1. All the students are expected to speak English during school hours with a view to promote excellent communicative skills in English.
2. Students must bring the school handbook to school everyday.
3. The full school uniform with the identity card must be worn everyday. A student without proper uniform will not be allowed to take part in the school activities.
4. Scribbling on walls and furniture is strictly prohibited.

5. During the school hours, students are not allowed to use the school telephone and neither are they allowed to be called to answer phone calls. However, in case of illness the school authorities will call the parent.
6. Electronic items like mobile phones, smart watches, pendrive, CD etc are strictly forbidden.
7. Books such as magazines, comics etc. should not be brought to the school. No article liable to be a source of disturbance should be brought to school.
8. Bad behaviour and use of offensive language will be severely dealt with.
9. Students must maintain silence in the school. They must maintain discipline when moving from one class to another. They should move in a single line only.
10. No student will be excused from physical education without a Doctor's Certificate.
11. Students are not allowed to give presents to the teachers or staff of the school.
12. Students on their birthday they are allowed to wear a dress other than the school uniform and voluntarily donate a book/ informative CDs to the school library, to inculcate the habit of reading and sharing.
13. Students should take care of their belongings, especially money. School is not responsible for the loss of such things.
14. Students should be regular, courteous, well-behaved, disciplined and clean in their dress and habits.
15. A student who is persistently found to be insubordinate, wilfully mischievous, and guilty of misconduct or has unwholesome influence on fellow students, is liable to be expelled from the school.
16. A student is responsible to the school, not only for his/her behaviour in the school, but also for his/her general behaviour outside.

"The best and most beautiful things in the world cannot be seen or even touched — they must be felt with the heart." — *Helen Keller*

17. During the absence of the teacher, the Class Prefect or Leader will be responsible for the order and discipline of the class.
18. Students are expected to keep the school premises clean and protect school property from damage.
19. All students must be regular and punctual. Every student should reach the school before the first bell which is at 8.50 a.m.
20. No student shall be permitted to go home during the school hours without the written request by the parent/guardian in the prescribed form and the permission of the principal.
21. Habitual negligence in work, disobedience and acts of misconduct will invite severe disciplinary action including expulsion.
22. Any damage caused to the property of the school will have to be made good.
23. Any student found using foul language or caught fighting will be dismissed from the school.
24. Children suffering from contagious diseases will not be allowed to attend the class.
25. Assignment should be done regularly and carefully and submitted at the appointed time.
26. Pupils of one class are not allowed to enter other class rooms.
27. Playing in classrooms and corridors is strictly prohibited.
28. When passing along the corridors during the class hours, students shall maintain silence.
29. Every pupil shall endeavour to keep up the high standard and prestige of the school by excelling in studies, good manners and other school activities.
30. Pupils who are absent for five consecutive days without obtaining leave of absence and fee defaulters will have their names removed from the rolls. Refer 'School Fees' for further details.
31. Cycles and other vehicles parked in the school premises are at the owner's risk.

32. Pupils absent from examinations without genuine reason will be considered as failed. **There is no provision for re-examination of the missed tests**.
33. Attendance during official school function like the School Annual Day, Sports etc., is compulsory.
34. Students are to obtain prior sanction in the prescribed form before availing leave.
35. Students absenting themselves in emergency situations are required to submit 'Leave Application Form', the very next day. In case, a student happens to be absent for 2 days in one and the same month, the parent has to report to the principal's office and explain the reason. If a student cannot attend classes due to hospitalization, the matter should be reported to the principal's office immediately and a certificate from the doctor concerned should be produced on the first day to school after recovery.
36. Every student is to make a choice, with the consent of parents in one item in sports, games or cultural activities as a part of the Talent Scan programme. Parents are advised to ensure the participation of their sons/daughters in the select item.
37. The receipt issued from the office on payment of school fees, bus charges etc. should be produced whenever asked for.
38. The Management, Principal and staff will not be held responsible in any way for any accident or mishap that may occur to the students in the school premises while bringing the students to the school or taking them back by bus. Sick students should not be sent to the school.
39. Parents or guardians will not be allowed to visit their children during class time. In emergency they should report to the Principal. They can meet the teachers only during the visiting hours.
40. No school business will be transacted on holidays and at the residence.

Education's purpose is to replace an empty mind with an open one.
- Malcolm Forbes

41. All students are expected to participate in the study tour programmes and picnics arranged by the school.
42. Leave application should be written in the model of the leave proforma given in this handbook.
43. The school has arranged Group Insurance for all the students. For details and procedure, parents can contact the school office.
44. Change in the address or telephone number of parents or guardians must be intimated to the school in writing and without delay.
45. Fine of any kind or collection or sale for any purpose, whatsoever requires the prior sanction of the Principal.
46. Students should greet one another, the visitors and the teachers of the school when they meet them.
47. Honesty is expected of every pupil. If a pupil finds something which does not belong to him/her, he/she should inform the Principal of the articles found and leave the same in the office. Pupils who lose the articles may also enquire about them in the office.
48. Punctuality is the key to success. Late comers should meet the Principal and their names must be entered in the late coming record.
49. Girls are not allowed to wear second stud and if found so, strict action will be taken.

A SPECIAL NOTE TO PARENTS

i . Parents are requested to bear in mind that the school attaches great importance to building a sound character in students. They are expected to co-operate with the school authorities by making their children understand that a well-ordered and disciplined way of life is as important at home as in school. Parents should supervise their lessons, and take an active interest in the activities of the ward.

ii. The purpose of discipline is not to punish but to teach children how to behave in socially acceptable ways, and how to cope with natural emotions like anger, frustration and jealousy.

ii. A child feels wanted when parents hug him/her and say they love him/her.

iii. An important part of development of the child's self confidence is to make him/her feel accepted at all times.

iv. Even if a child has not shown much skill, praise the effort made. Appreciation helps the child to try further.

v. Instead of using threats to deal with misbehaviour, suggest what he/she could do to behave in the appropriate way.

vi. Parents help to develop independence in children where they let the child do a task on his/her own. You may give suggestions to the child while he/she does the project work/assignments etc., but never do it for him/her.

vii. Dealing with children is a tough and demanding task. Children are sometimes easy to get along with, sometimes very difficult. When parents pay attention to children's feelings and help them to handle these feelings, they feel respected. This gives them a sense of self worth, which enables the child to deal with similar difficulties more effectively.

Each student must have a copy of this handbook and bring the same to school daily. Parents and Guardians are informed, that occasional reports from the teachers are conveniently sent through these pages. Any memo sent from school has to be counter signed by parents.

INSTRUCTIONS TO THE STUDENT

1. Boys/Girls are not allowed to grow their nails.
2. Shirt buttons should not be kept open and the shirt to be tucked in properly, irrespective of the dress. Belts to be worn tightly and visibly.
3. Clothes must be clean and ironed, and shoes must be polished.
4. Wearing jewellery and gold ornaments will not be entertained. Girls may wear simple ear-studs only.
5. Girls are not allowed to wear second studs and if found so, strict action will be taken.
6. Girls with long hair should wear it in two plaits. Wear only black hair bands (if hair is short).
7. Girls are not allowed to wear off-shoulder dress, short and tight tops.
8. Only modest dress will be permitted in school.
9. Personal hygiene is to be maintained.
10. Colouring of hair or using hair gel is not permitted.
11. Hair style should be according to the norms of the school, Fringes and hair strands covering the forehead will not be permitted.
12. Designs, line arts, writing, patching, paintings or pictures on pants or shirts are not allowed.
13. Children are not allowed to bring and use mobile phone/any other electronic device in the campus. Items will not be returned if found.
14. Torn jeans and low waist pants are not permitted in the campus.
15. Alteration in stitching uniforms will not be allowed.
16. Using coloured contact lens is strictly prohibited.
17. Bringing/using of chewing gums, pan parag, alcohol, tobacco items, drugs, soft drinks and eatables etc to the school is strictly prohibited.
18. Tattooing is strictly prohibited.

WE AGREE TO ABIDE BY THE ABOVE INSTRUCTIONS.

Dated signature of the student. Dated signature of the parents.

MEMO TO PARENTS

Date		Remarks & Signature of Parent
Date		
Date		
Date		

"Don't be afraid to give up the good to go for the great"
- John D Rockefeller

MEMO TO PARENTS

Date		Remarks & Signature of Parent
Date		
Date		
Date		

MEMO TO PARENTS

Date		Remarks & Signature of Parent
Date		
Date		
Date		

MEMO TO PARENTS

Date		Remarks & Signature of Parent
Date		
Date		
Date		

MEMO TO PARENTS

Date		Remarks & Signature of Parent
Date		
Date		
Date		

"Live as if you were to die tomorrow. Learn as if you were to live forever."
- Mahatma Gandhi

MEMO TO PARENTS

Date		Remarks & Signature of Parent
Date		
Date		
Date		

MEMO TO PARENTS

Date		Remarks & Signature of Parent
Date		
Date		
Date		

Whatever the mind of man can conceive and believe, it can achieve.
– Napoleon Hill

MEMO TO PARENTS

Date		Remarks & Signature of Parent
Date		
Date		
Date		

MEMO TO PARENTS

Date		Remarks & Signature of Parent
Date		
Date		
Date		

"The best and most beautiful things in the world cannot be seen or even touched — they must be felt with the heart." — *Helen Keller*

MEMO TO PARENTS

Date		Remarks & Signature of Parent
Date		
Date		
Date		

MEMO TO PARENTS

Date		Remarks & Signature of Parent
Date		
Date		
Date		

MEMO TO PARENTS

Date		Remarks & Signature of Parent
Date		
Date		
Date		

MEMO TO PARENTS

Date		Remarks & Signature of Parent
Date		
Date		
Date		

MEMO TO PARENTS

Date		Remarks & Signature of Parent
Date		
Date		
Date		

MEMO TO PARENTS

Date		Remarks & Signature of Parent
Date		
Date		
Date		

MEMO TO PARENTS

Date		Remarks & Signature of Parent
Date		
Date		
Date		

"The more you praise and celebrate your life, the more there is in life to celebrate." - *Oprah Winfrey*

MEMO TO PARENTS

Date		Remarks & Signature of Parent
Date		
Date		
Date		

"A dream doesn't become reality through magic; it takes sweat, determination and hard work." - *Colin Powell*

MEMO TO PARENTS

Date		Remarks & Signature of Parent
Date		
Date		
Date		

MEMO TO PARENTS

Date		Remarks & Signature of Parent
Date		
Date		
Date		

"Education is not the filling of a bucket, but the lighting of a fire"
W. B. Yeats

MEMO TO PARENTS

Date		Remarks & Signature of Parent
Date		
Date		
Date		

MEMO TO PARENTS

Date		Remarks & Signature of Parent
Date		
Date		
Date		

MEMO TO PARENTS

Date		Remarks & Signature of Parent
Date		
Date		
Date		

MEMO TO PARENTS

Date		Remarks & Signature of Parent
Date		
Date		
Date		

MEMO TO PARENTS

Date		Remarks & Signature of Parent
Date		
Date		
Date		

MEMO TO PARENTS

Date		Remarks & Signature of Parent
Date		
Date		
Date		

MEMO TO PARENTS

Date		Remarks & Signature of Parent
Date		
Date		
Date		

MEMO TO PARENTS

Date		Remarks & Signature of Parent
Date		
Date		
Date		

PARENT - TEACHER COMMUNICATION

Date		Remarks & Signature of Teacher
Date		
Date		
Date		

PARENT - TEACHER COMMUNICATION

Date		Remarks & Signature of Teacher
Date		
Date		
Date		

PARENT - TEACHER COMMUNICATION

Date		Remarks & Signature of Teacher
Date		
Date		
Date		

PARENT - TEACHER COMMUNICATION

Date		Remarks & Signature of Teacher
Date		
Date		
Date		

ABSENCE AND LEAVE RECORD

Specimen signature of Father / Guardian.....

Specimen signature of Mother .....

Date/s of Absence	REASON (To be entered briefly)	Initial of Parents	Initial of Teacher	Initial of Principal

ABSENCE AND LEAVE RECORD

Date/s of Absence	REASON (To be entered briefly)	Initial of Parents	Initial of Teacher	Initial of Principal

Parents are requested to meet the principal				

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

HOME WORK

Date :	Subject	Assignment

LITTLE THINGS THAT

UNIFORM			MISBEHAVIOUR		
Date	Teacher's Initials	Sign of Parent	Date	Teacher's Initials	Sign of Parent

MATTER MUCH

BOOKS NOT BROUGHT TO CLASS					
Date	Subject & Teacher's Signature	Sign of Parent	Date	Subject & Teacher's Signature	Sign of Parent

ASSIGNMENTS NOT DONE

Date	Subject	Initial of Teacher	Initial of Parent

ASSIGNMENTS NOT DONE

Date	Subject	Initial of Teacher	Initial of Parent

CLASS / SUBJECT TEACHER'S REMARKS TO PARENTS

Date	Remarks & Signature	Signature of Parent	Signature of Principal

PRINCIPAL'S REMARKS TO PARENTS

Date	Remarks & Signature	Signature of Parent	Signature of Principal

PARENT'S / GUARDIAN'S REMARKS

Date	Remarks	Signature of Parent	Signature of Teacher

CARMEL ACADEMY

(CMI SCHOOL)

Chalakudy - 680 307

MEDICAL HISTORY FORM

Academic Year : .....

QUESTIONNAIRE FOR THE PARENTS

Name of the Student : .....

Class : ..... Div: .....

1.	Does the child have history of Febrile Seizure, Convulsion because of fever?	Y / N
2.	Does the child have history of vomitting during travel?	Y / N
3.	History of known allergies ?	Y / N
4.	History of asthma ?	Y / N
5.	History of Tuberculosis - child/contact of parent / others ?	Y / N
6.	History of any regular medication? (Mention if any?	Y / N
7.	Blood Pressure?	Y / N
8.	Any more information by the parent?	Y / N

*** Parents are requested to fill up the page.**

GENERAL HEALTH CHECK-UP

Parents must get this check-up done between June 2025 to November 2025 by their child's pediatrician / family physician / medical practitioner and to be submitted to the class teacher on / before December 2025.

Mast. / Miss. .....
of Std ..... Div..... was given a general check-up
Height ..... cms. Weight ..... kgs.
Blood Group .....

Chest Measurement : (i) Normal ..... cms
(ii) On deep breathing ..... cms

General Examination .....
.....
.....

You are requested to consult a specialist for your child whose problem is .....
.....
.....

Date ..... Doctor's Signature.....

(Seal)

ACADEMIC CALENDAR 2026 - 2027

2026

JUNE

1	Monday		School Re-opening (Praveshanotsavam)
2	Tuesday		
3	Wednesday		
4	Thursday		
5	Friday		World Environment Day
6	**Saturday**	**Holiday**	
7	**Sunday**	**Holiday**	
8	Monday		
9	Tuesday		Holy Mass
10	Wednesday		Vidyarambham
11	Thursday		
12	Friday		
13	**Saturday**	**Holiday**	Convocation Ceremony (Gr.10 & Gr. 12)
14	**Sunday**	**Holiday**	
15	Monday		
16	Tuesday		
17	Wednesday		Field Trip (Gr. 1)
18	Thursday		
19	Friday		Reading Day
20	**Saturday**	**Holiday**	
21	**Sunday**	**Holiday**	International Yoga Day
226	Monday		
23	Tuesday		
24	Wednesday		
25	**Thursday**	**Holiday**	**Muharam**
26	Friday		International Anti-Drug Day
27	**Saturday**	**Holiday**	PTWA General Body Meeting
28	**Sunday**	**Holiday**	
29	Monday		Field Trip (Gr. 2)
30	Tuesday		Monthly Staff Meeting
Working Days - 21			

ACADEMIC CALENDAR 2026 - 2027

2026

JULY

1	Wednesday		Holy Mass
2	Thursday		
3	**Friday**	**Holiday**	**St. Thomas Day**
4	**Saturday**	**Holiday**	
5	**Sunday**	**Holiday**	
6	Monday		Ist Mid Term Exam
7	Tuesday		
8	Wednesday		Investiture Ceremony
9	Thursday		
10	Friday		Arts Day
11	**Saturday**	**Holiday**	
12	**Sunday**	**Holiday**	
13	Monday		Field Trip (Gr. 3)
14	Tuesday		
15	Wednesday		
16	Thursday		Carmel Day
17	Friday		
18	**Saturday**	**Holiday**	
19	**Sunday**	**Holiday**	
20	Monday		
21	Tuesday		
22	Wednesday		
23	Thursday		
24	Friday		Field Trip (Gr. 4)
25	**Saturday**	**Holiday**	
26	**Sunday**	**Holiday**	
27	Monday		
28	Tuesday		
29	Wednesday		Carmel Fair
30	Thursday		
31	Friday		Monthly Staff Meeting
Working Days - 22			

ACADEMIC CALENDAR 2026 - 2027

2026

AUGUST

1	**Saturday**	**Holiday**	
2	**Sunday**	**Holiday**	
3	Monday		Ist term Exam Holy Mass
4	Tuesday		
5	Wednesday		
6	Thursday		
7	Friday		
8	**Saturday**	**Holiday**	
9	**Sunday**	**Holiday**	
10	Monday		
11	Tuesday		
12	**Wednesday**	**Holiday**	**Karkkidakavavu**
13	Thursday		
14	Friday		
15	**Saturday**	**Holiday**	**Independence Day**
16	**Sunday**	**Holiday**	
17	Monday		
18	Tuesday		
19	Wednesday		
20	Thursday		Onam Competitions
21	Friday		Onam Celebration - School closes for Onam holidays
22	**Saturday**	**Holiday**	
23	**Sunday**	**Holiday**	
24	**Monday**	**Holiday**	
25	**Tuesday**	**Holiday**	
26	**Wednesday**	**Holiday**	**Thiruvonam**
27	**Thursday**	**Holiday**	
28	**Friday**	**Holiday**	
29	**Saturday**	**Holiday**	
30	**Sunday**	**Holiday**	
31	Monday		School re-opens for Second Term Monthly staff meeting
Working Days - 15			

ACADEMIC CALENDAR 2026 - 2027

2026

SEPTEMBER

1	Tuesday		
2	Wednesday		
3	Thursday		
4	**Friday**	**Holiday**	**Sri Krishna Jayanti**
5	**Saturday**	**Holiday**	**Teachers' Day**
6	**Sunday**	**Holiday**	
7	Monday		
8	Tuesday		
9	Wednesday		
10	Thursday		
11	Friday		Holy Mass
12	**Saturday**	**Holiday**	
13	**Sunday**	**Holiday**	
14	Monday		Hindi Diwas
15	Tuesday		
16	Wednesday		
17	Thursday		
18	Friday		
19	**Saturday**	**Holiday**	
20	**Sunday**	**Holiday**	
21	**Monday**	**Holiday**	**Sri Narayanaguru Samadhi**
22	Tuesday		
23	Wednesday		Field Trip (Gr. 7)
24	Thursday		
25	Friday		
26	**Saturday**	**Holiday**	
27	**Sunday**	**Holiday**	
28	Monday		
29	Tuesday		
30	Wednesday		Monthly staff meeting
Working Days - 20			

ACADEMIC CALENDAR 2026 - 2027

2026

OCTOBER

1	Thursday		
2	**Friday**	**Holiday**	**Gandhi Jayanti**
3	**Saturday**	**Holiday**	German Day
4	**Sunday**	**Holiday**	
5	Monday		Cleanliness week commences
6	Tuesday		
7	Wednesday		Holy Mass
8	Thursday		
9	Friday		Exhibition
10	**Saturday**	**Holiday**	
11	**Sunday**	**Holiday**	
12	Monday		Sports week inauguration
13	Tuesday		
14	Wednesday		Bagless day
15	Thursday		
16	Friday		Sports day
17	**Saturday**	**Holiday**	
18	**Sunday**	**Holiday**	
19	Monday		
20	**Tuesday**	**Holiday**	Mahanavami
21	**Wednesday**	**Holiday**	Vijayadashami
22	Thursday		Second Mid term exam
23	Friday		
24	**Saturday**	**Holiday**	
25	**Sunday**	**Holiday**	
26	Monday		
27	Tuesday		
28	Wednesday		
29	Thursday		
30	Friday		Field Trip (Gr.8) Monthly Staff Meeting
31	**Saturday**	**Holiday**	
Working Days - 19			

ACADEMIC CALENDAR 2026 - 2027

2026

NOVEMBER

1	**Sunday**	**Holiday**	**Kerala Piravi**
2	Monday		
3	Tuesday		
4	Wednesday		
5	Thursday		
6	Friday		Holy Mass
7	**Saturday**	**Holiday**	
8	**Sunday**	**Holiday**	Deepavali
9	Monday		
10	Tuesday		
11	Wednesday		
12	Thursday		Childrens' Day - Kids' Fest
13	Friday		Annual Day
14	**Saturday**	**Holiday**	
15	**Sunday**	**Holiday**	
16	Monday		
17	Tuesday		
18	Wednesday		
19	Thursday		
20	Friday		
21	**Saturday**	**Holiday**	
22	**Sunday**	**Holiday**	
23	Monday		
24	Tuesday		
25	Wednesday		
26	Thursday		
27	Friday		Model Exam Gr. 10
28	**Saturday**	**Holiday**	
29	**Sunday**	**Holiday**	
30	Monday		Monthly Staff Meeting
Working Days - 21			

ACADEMIC CALENDAR 2026 - 2027

2026

DECEMBER

1	Tuesday		Second term exam Holy Mass
2	Wednesday		
3	Thursday		
4	Friday		
5	**Saturday**	**Holiday**	
6	**Sunday**	**Holiday**	
7	Monday		Model Exam (Gr. 12)
8	Tuesday		
9	Wednesday		
10	Thursday		
11	Friday		
12	**Saturday**	**Holiday**	
13	**Sunday**	**Holiday**	
14	Monday		
15	Tuesday		
16	Wednesday		
17	Thursday		
18	Friday		Christmas Celebration & school closes for Christmas holidays
19	**Saturday**	**Holiday**	
20	**Sunday**	**Holiday**	
21	**Monday**	**Holiday**	
22	**Tuesday**	**Holiday**	
23	**Wednesday**	**Holiday**	
24	**Thursday**	**Holiday**	
25	**Friday**	**Holiday**	**Christmas**
26	**Saturday**	**Holiday**	
27	**Sunday**	**Holiday**	
28	Monday		School re-opens for Third Term
29	Tuesday		
30	Wednesday		
31	Thursday		Monthly Staff Meeting
Working Days - 18			

ACADEMIC CALENDAR 2026 - 2027

2027

JANUARY

1	Friday		
2	**Saturday**	**Holiday**	**Mannam Jayanti**
3	**Sunday**	**Holiday**	**Chavara Day**
4	Monday		
5	Tuesday		
6	Wednesday		Pre Board exam (Gr. 10)
7	Thursday		
8	Friday		
9	**Saturday**	**Holiday**	
10	**Sunday**	**Holiday**	
11	Monday		Holy Mass
12	Tuesday		Field Trip (Gr. 5)
13	Wednesday		
14	Thursday		
15	Friday		Pre Board exam (Gr. 12)
16	**Saturday**	**Holiday**	
17	**Sunday**	**Holiday**	
18	Monday		
19	Tuesday		
20	Wednesday		
21	Thursday		
22	Friday		
23	**Saturday**	**Holiday**	
24	**Sunday**	**Holiday**	
25	Monday		
26	**Tuesday**	**Holiday**	**Republic Day**
27	Wednesday		
28	Thursday		
29	Friday		Monthly Staff meeting
30	**Saturday**	**Holiday**	Thanks giving ceremony (Gr.10& 12)
31	**Sunday**	**Holiday**	
Working Days - 20			

ACADEMIC CALENDAR 2026 - 2027

2027

FEBRUARY

1	Monday		
2	Tuesday		
3	Wednesday		Holy Mass
4	Thursday		
5	Friday		Field Trip (Gr. 6)
6	**Saturday**	**Holiday**	
7	**Sunday**	**Holiday**	
8	Monday		
9	Tuesday		
10	Wednesday		
11	Thursday		
12	Friday		
13	**Saturday**	**Holiday**	
14	**Sunday**	**Holiday**	
15	Monday		
16	Tuesday		
17	Wednesday		
18	Thursday		Talent scan display
19	Friday		
20	**Saturday**	**Holiday**	
21	**Sunday**	**Holiday**	
22	Monday		
23	Tuesday		
24	Wednesday		
25	Thursday		
26	Friday		Montly staff meeting
27	**Saturday**	**Holiday**	
28	**Sunday**	**Holiday**	
Working Days - 20			

ACADEMIC CALENDAR 2026 - 2027

2027

MARCH

1	Monday		Annual Exam Holy Mass
2	Tuesday		
3	Wednesday		
4	Thursday		
5	Friday		
6	**Saturday**	**Holiday**	**Mahashivaratri**
7	**Sunday**	**Holiday**	
8	Monday		
9	Tuesday		
17	**Wednesday**	**Holiday**	**Eid-ul-Fitr**
11	Thursday		
12	Friday		
13	**Saturday**	**Holiday**	
14	**Sunday**	**Holiday**	
15	Monday		
16	Tuesday		
17	Wednesday		
18	Thursday		
19	Friday		School closes for summer vacation
20	**Saturday**	**Holiday**	
21	**Sunday**	**Holiday**	
22	Monday		
23	Tuesday		
24	Wednesday		
25	**Thursday**	**Holiday**	
26	**Friday**	**Holiday**	**Good Friday**
27	**Saturday**	**Holiday**	
28	**Sunday**	**Holiday**	**Easter**
29	Monday		
30	Tuesday		
31	Wednesday		
Working Days - 14			

CALENDAR 2026-2027

DAY	JUNE					JULY					AUGUST				
SUN		7	14	21	28		5	12	19	26	30	2	9	16	23
MON	1	8	15	22	29		6	13	20	27	31	3	10	17	24
TUE	2	9	16	23	30		7	14	21	28		4	11	18	25
WED	3	10	17	24		1	8	15	22	29		5	12	19	26
THU	4	11	18	25		2	9	16	23	30		6	13	20	27
FRI	5	12	19	26		3	10	17	24	31		7	14	21	28
SAT	6	13	20	27		4	11	18	25		1	8	15	22	29

DAY	SEPTEMBER					OCTOBER					NOVEMBER				
SUN		6	13	20	27		4	11	18	25	29	1	8	15	22
MON		7	14	21	28		5	12	19	26	30	2	9	16	23
TUE	1	8	15	22	29		6	13	20	27		3	10	17	24
WED	2	9	16	23	30		7	14	21	28		4	11	18	25
THU	3	10	17	24		1	8	15	22	29		5	12	19	26
FRI	4	11	18	25		2	9	16	23	30		6	13	20	27
SAT	5	12	19	26		3	10	17	24	31		7	14	21	28

DAY	DECEMBER					JANUARY					FEBRUARY				
SUN		6	13	20	27	31	3	10	17	24		7	14	21	28
MON		7	14	21	28		4	11	18	25	1	8	15	22	
TUE	1	8	15	22	29		5	12	19	26	2	9	16	23	
WED	2	9	16	23	30		6	13	20	27	3	10	17	24	
THU	3	10	17	24	31		7	14	21	28	4	11	18	25	
FRI	4	11	18	25		1	8	15	22	29	5	12	19	26	
SAT	5	12	19	26		2	9	16	23	30	6	13	20	27	

DAY	MARCH					APRIL					MAY				
SUN		7	14	21	28		4	11	18	25	30	2	9	16	23
MON	1	8	15	22	29		5	12	19	26	31	3	10	17	24
TUE	2	9	16	23	30		6	13	20	27		4	11	18	25
WED	3	10	17	24	31		7	14	21	28		5	12	19	26
THU	4	11	18	25		1	8	15	22	29		6	13	20	27
FRI	5	12	19	26		2	9	16	23	30		7	14	21	28
SAT	6	13	20	27		3	10	17	24		1	8	15	22	29

MODEL OF LEAVE APPLICATION

Date .....

From

.....

F/o. .....

Class.....

.....

To

.....

.....

.....

Respected Father,

My son/daughter.....

studying in Std..... Div..... was on leave

from..... to..... due to (reason)

.....

.....

Kindly grant him/her leave of absence for the same.

Yours faithfully,

Parent/Guardian

Granted: Class Teacher .....

Principal .....

❖The above model should be followed by parents for submitting the leave application

SCHOOL BUS FACILITY

The following must be filled for students availing of the school bus facility only

		Pick up Address	Drop Address
Bus #	:	_____	_____
House Name	:	_____	_____
Road	:	_____	_____
Area / Locality	:	_____	_____
City	:	_____	_____
Tel. No.	:	_____	_____
Mobile No.	:	_____	_____

Person to be contacted in an emergency :

Name : _____

Address : _____

: _____

Tel No. _____ Mob. _____

LIBRARY READING RECORD

Title	Acc. No.	Date of Issue	Date of Return	Initial of Librarian

LIBRARY READING RECORD

Title	Acc. No.	Date of Issue	Date of Return	Initial of Librarian

A MODEL OF DAILY PROGRAMME

5.00 a.m.	-	Rise
5.30 a.m. to 5.45 a.m.	-	Prayer
5.45 a.m. to 7.30 a.m.	-	Intensive Study
7.30 a.m. to 8.00 a.m.	-	Break fast and getting acquainted with News Around the world (Newspaper Reading)
8.00 a.m. to 8.15 a.m.	-	Getting Ready and off to school
8.55 a.m. to 3.45 p.m.	-	At School
4.30 p.m. - 6.00 p.m.	-	Play, Bath
6.00 p.m. - 8.00 p.m.	-	Study
8.00 p.m. - 8.30 p.m.	-	Prayer and Supper
9.00 p.m. - 9.30 p.m.	-	Doing Home work
9.30 p.m. - 10.00 p.m.	-	To bed.

Study the above programme carefully and prepare your own programme in consultation with your guardian and write it down in the space provided on the next page.

MY DAILY PROGRAMME

Time	Programme

Signature

Student.....

Guardian.....

Class Teacher.....

(Please prepare a time table for your child)

Chavara Suktas

Sayings of Saint Kuriakose Elias Chavara to the Children

1) Children, you are God's gift in the hands of your parent.
2) The humble man is the greatest among men.
3) Regular reading of good books and meditating on them will illumine the mind.
4) Attain punctuality by means of a regular time table.
5) Take special care to keep modesty while you sit, walk or lie down.
6) Laziness fosters evil habits.
7) Since you belong to God, you have to give yourself back to God.
8) God decides your vocation and it is you to choose it.
9) Keeping bad books is like hiding fire in hay.
10) Trust your mother, God will hear the prayers of the mothers as yours.
11) The children who have love of God and fear of God will love and respect their parents.
12) Desire that others love you, and not that they fear you.
13) It is the duty of children to look after their parents.
14) Do not hate your own brethren.
15) Food is for the body, so is wisdom for the intellect.
16) You ought to love truth and justice.

RECORD OF LATE COMING TO SCHOOL

Whenever a student comes late to the School it will be red marked by drawing a circle around that date. If there are three such marks in a month it will be marked absent.

	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.
	1	1	1	1	1	1	1	1	1	1	1
	2	2	2	2	2	2	2	2	2	2	2
	3	3	3	3	3	3	3	3	3	3	3
	4	4	4	4	4	4	4	4	4	4	4
	5	5	5	5	5	5	5	5	5	5	5
	6	6	6	6	6	6	6	6	6	6	6
	7	7	7	7	7	7	7	7	7	7	7
	8	8	8	8	8	8	8	8	8	8	8
	9	9	9	9	9	9	9	9	9	9	9
	10	10	10	10	10	10	10	10	10	10	10
	11	11	11	11	11	11	11	11	11	11	11
	12	12	12	12	12	12	12	12	12	12	12
	13	13	13	13	13	13	13	13	13	13	13
	14	14	14	14	14	14	14	14	14	14	14
	15	15	15	15	15	15	15	15	15	15	15
	16	16	16	16	16	16	16	16	16	16	16
	17	17	17	17	17	17	17	17	17	17	17
	18	18	18	18	18	18	18	18	18	18	18
	19	19	19	19	19	19	19	19	19	19	19
	20	20	20	20	20	20	20	20	20	20	20
	21	21	21	21	21	21	21	21	21	21	21
	22	22	22	22	22	22	22	22	22	22	22
	23	23	23	23	23	23	23	23	23	23	23
	24	24	24	24	24	24	24	24	24	24	24
	25	25	25	25	25	25	25	25	25	25	25
	26	26	26	26	26	26	26	26	26	26	26
	27	27	27	27	27	27	27	27	27	27	27
	28	28	28	28	28	28	28	28	28	28	28
	29	29	29	29	29	29	29	29	29		29
	30	30	30	30	30	30	30	30	30		30
	31		31	31		31		31	31		1
Teacher's Sign											
Parent's Sign											

Programme of the year (2026 - 2027)

Month	Programme
June	1. Praveshanotsavam 2. Vidyarambham 3. World Environment Day 4. Convocation (Gr. X & XII) 5. Principal's day 6. Reading Week 7. International Yoga Day 8. Anti Drug Day
July	1. Investiture Ceremony 2. Arts Day 3. Carmel Day 4. Carmel Fair
August	1. Independence Day 2. Sports Day
September	1. Teachers' Day 2. Onam Celebration 3. Hindi Diwas
October	1. Cleanliness Week 2. Manager's Day 3. Infozoom 4. Bagless Day 5. German Day
November	1. Kerala Piravi Day 2. Kids Day/ Childrens' Day 3. Annual Day
December	1. Christmas Celebration
January	1. Chavara Day 2. Republic Day 3. Martyrs' Day
February	1. Parents'Day 2. Talent Scan Display
March	1. KG Convocation

Pre KG Programmes 2026 - 2027

MONTH	PROGRAMME
June	• Nature Day (Green)
July	• Fruit Salad Day (Red)
August	• Independence Day • Onam
September	• Juicy Day (Yellow) • Young Buddies Talent Contest (Arts)
October	• Young Buddies Talent Contest (Sports)
November	• Kids Fest
December	• Schmetterling King and Queen Contest • Christmas
January	• Toy Exhibition
February	• Grandparents Day • Vegetable Day

Pre KG Activities 2026 - 2027

MONTH	PROGRAMME
June	• Broomstick Activity • Tear and stick Activity • Colouring • Clay Activity
July	• Origami Paper Art • Palmprinting Activity • Egg Shell Craft • Clay Activity

August	• Fork Printing • Finger Printing • Glitter Art • Matchstick Craft • Clay Art
September	• Cotton Work • Thread Activity • Sand Art • Trash Art • Clay Activity
October	• Bindi Work • Thread Activity • Button Art • Pencilshaving Activity • Clay Activity
November	• Paper Bits work • Drawing activity • Quilling Paper Art • Popsicle Stick Craft • Clay Activity
December	• Pista Shell Art • Shell and Sequence Activity • Beads Craft • Clay Art
January	• Paper Craft • Letter Craft • Crumpling Activity • Clay Craft
February	• Pulses Activity • ClayArt

KG Celebrations (2026 - 2027)

Month	Celebration
June	Kinder Green Day
July	Palette Day (colours)
August	Independence Day Arts Fest Onam
September	Bagless Day
October	Sports Day
	Exhibition
November	Kids' Fest
December	Christmas
January	Picnic Day Chavara Day Republic Day Grandparents' Day
February	Spice-up Day
March	Convocation

CARMEL ACADEMY

(CMI SCHOOL)

CHALAKUDY - 680 307

DECLARATION

To

The Principal,
Carmel Academy, Chalakudy.

Sir,

I have read all the rules of the school as contained in the School Diary and I agree to abide by them and the decisions taken by the school authorities from time to time.

Signature of Parent / Guardian

1. Name of the pupil : .....
2. Standard : ..... Division .....
3. Admission Number : .... Roll No. .....
4. Date of Birth : .....
5. Religion : .....
6. Caste : .....
7. Blood group : .....
8. Aadhaar No. : .....
9. Identification Mark 1 : .....
10. Identification Mark 2 : .....
11. Name of Father/Guardian : .....
12. Name of Mother : .....
13. Name of Brothers / Sisters studying in this school, if any
    i. .....
    ii .....
    iii .....
14. Address of Parent / Guardian
    .....
    .....
    .....
    Ph : .....(Res).....(Off)
    Mobile : .....E-mail.....
15. Occupation : .....

N.B: This form must be filled up carefully and sent to the school for office record.