



A Warm Welcome to Padmawati Convent School

Padmawati Convent School is a happy and vibrant school where doing the best we can for all children in our care is at the heart of everything we do. We have the highest aspirations for every child and place great value upon celebrating both individual achievement and personal development as children learn and grow with us. Everyone at Padmawati Convent School is inspired by the moral responsibility and challenge of preparing our children for real life ahead of them in an unpredictable, ever changing future world.

But really, the things that matter most to us can be simply stated: we want our children to leave Padmawati Convent School with happy memories, knowing they are special, proud of who they are, skilful and independent as learners, and equipped to contribute to the communities and world that they belong.

Good schools can make the difference. We hope that our prospectus gives you a flavour of Padmawati Convent School and we invite you to come and visit us: see the school in action and meet some of our wonderful children – they are our best ambassadors and will proudly show and tell you all about their school. We look forward to meeting you soon.



Be a skilful learner...

Children learn best when they are actively engaged and appropriately challenged. By tapping into their interests and passions we aim to instil a love of learning that the children will carry forward into their adult lives.

We want children to enjoy their learning and aim to make the curriculum as exciting and as relevant to them as we possibly can, underpinned by a robust approach to developing the basic skills. We achieve this through knowing the children as individuals; having regard for each child's particular needs and working together with parents to evaluate their progress and our provision on an ongoing basis.

We recognise that children learn in different ways and at different paces. Our high quality pastoral care, careful assessment and pupil tracking systems ensure that we effectively match learning activities to help each child to achieve their best. We encourage the children to take on responsibility for their own learning, guiding them as they do, to ensure that they develop the habits of a successful learner.

This desire is reflected in our lessons and the classroom environments we create. Teachers ensure that the focus for learning in each lesson is clear and encourage pupils to challenge their own ability – to take learning risks in a supportive environment where mistakes are seen as valuable learning experiences not failures. Multimedia software has a key role to play in 21st Century learning, so we embed learning technologies into school life in innovative and motivating ways, for both individual and collaborative work.



ACHIEVE • CREATE • COLLABORATE • PERSEVERE • IMAGINE • APPLY • COMMUNICATE

Curriculum

PCS is affiliated to the "Central Board of Secondary Education (CBSE)," a widely recognized and highly regarded school board in the country following the 10+2 pattern of education. At PCS, we provide an effective framework for education through a relevant, broad, balanced, rigorously-taught and monitored curriculum. We place great importance on educating the 'whole child' at their individual level of ability and potential to ensure a happy learner.

Our curriculum is enriched further by specialist teachers in Art, music and PE as well.

Co-Curricular Activities

School today is no longer confined to class room instruction. We believe that school is much more than academic lessons and qualifications. Many of the most important lessons are those which students learn as part of team games, cross fertilizations of ideas, competitions and collaborative work. To pave the way for such non-cognitive learning we organize a variety of competitions and cultural events which also support formal learning. Inter class/house competitions such as debate, recitation, fancy dress, group song, folk dance, rangoli, art and craft etc. provide learning experiences which enrich the educational and social development of the students. Morning assemblies arranged class wise on rotational basis is a forum for the students to address a large audience and express themselves. Every student is encouraged to participate indiscriminately with the intention of nurturing and developing inner talents. Activity clubs allow the learners to pursue any interest of their choice. Hand in hand with class-room education, such events provide the students with an opportunity to be a part of a broad spectrum of activities which promote the development of a "Complete Being".



COMMUNICATE • REFLECT • ENJOY • ADAPT • EXPLORE • ENQUIRE • ACHIEVE

Be a team player...

There is a tangible team spirit at Padmawati Convent School and we aim to promote the best possible partnership between the school, its pupils, parents and community to enable us to continue to achieve great things together.

Responsibility, respect and fairness are key values that are promoted at all times. We have the highest expectations of everyone in our community and believe that in searching for the best in others we also find the best in ourselves.

Partnership with Parents

As parents, we want you to know that we value you as an important part of your child's education. We want to maintain an ongoing dialogue with you in all aspects of school life to keep you fully informed of your child's progress. We want you to feel comfortable about coming into school. Feedback is welcomed at all times and we consider that there is no matter too small to be worthy of a conversation when it comes to your child's happiness and learning with us.



To inculcate the spirit of teamwork & sportsmanship in addition to a strong physique, we actively encourage sports.

RESPONSIBLE • INVOLVED • KIND • COMMITTED
TOLERANT • RESPONSIBLE • INVOLVED • KIND • COMMITTED
CONSIDERATE • RESPONSIBLE • INVOLVED • KIND • COMMITTED

BELONGING • SUPPORTIVE • SHARING • WELCOMING • RESPECTFUL • FAIR

Community

Learning is not just about what happens inside the school or home. Children also learn a lot from the society where they live-in along with their friends. We understand it and provide platform for the positive exposure of children with the community around by field trips, undertaking social initiatives, sharing current affairs and most importantly arranging the interaction of students with experts and institutions in the community to enrich the learning experience and keep them wanting more.



Pupils

Our children take an active role at Padmawati Convent School and their voice really counts when it comes to making PCS a place they want to be. We encourage children to show leadership and take responsibility in many contexts.

Alone we
can do little,
together we do
much



Be proud of who you are...

Padmawati Convent School is a place of encouragement, challenge and celebration. We pride ourselves in providing a genuinely caring, supportive environment in which children flourish. Our children are friendly, engaging and very much enjoy coming to school.

At the heart of the learning process lies the individual and we attribute the utmost importance to nurturing the unique talents, motivations and aspirations of each child. We take time and interest in really getting to know our children, and in doing so establish positive, professional relationships with our pupils that help ensure they feel safe and happy.



Teach me and I'll remember,
involve me and I'll learn

UNIQUE • MOTIVATED • VALUED • COURAGEOUS • SPIRITUAL • HONEST

HAPPY • EQUAL • CONFIDENT • VIBRANT • ASPIRATIONAL • INDEPENDENT

We celebrate our diverse population. We encourage questions and debate to openly explore different beliefs and traditions. Our goal is to teach and model mutual understanding and respect even when opinions differ. Honesty, good manners and politeness are important to us and expected from our whole school community.

We encourage children to develop a sense of who they are, with an awareness of their own growth. Do they have the courage and self belief to take on new challenges, aspiring to the highest personal goals?

Always workhard, be honest and be proud of you who you are



Admission Guideline

Class-I to Class IX: Admissions in these classes are also advertised in the newspapers, however it is mostly against vacancies arising out of withdrawals. Admission closes by July end and any further admission is subject to availability of seat and approval by the Directorate of Education.

Age Eligibility: For Class I (First): Child Age should be 5 + as on 31st March of the academic session sought.

Registration: Registration form can be collected from the school, should be duly filled in and submitted along with the following documents:

*Copy of Birth Certificate

*Passport size photograph of the candidate and parents

*Previous class report card

*Transfer certificate from the previous school: **TC from the previous school must be submitted within 15 days after the commencement of the academic session.**

*Residence proof

*Medical fitness certificate

- Before seeking admission in the school, the Parents and Guardians are expected to go through the rules given in the school prospectus and on school website.
- Application form along with Prospectus may be obtained from the school office against payment of Rs. 500. Duly filled application form must be furnished along with required documents.
- Admission to any class is possible only if there is any vacant seat and that too will be strictly on the basis of Written Test and Interview. Preferably the students on transfer from a recognized school are admitted to the school. Students from the other institutions affiliated with State Board can be considered for admission, provided they qualify the entrance test meant for the particular class.
- Failed or compartment candidates are not admitted in any case.
- Admission of a student is liable to be cancelled if he or she has furnishes incomplete/wrong/false information.
- **25% seats in class-I are reserved under for RTE act-2009.**

Rules Regarding Issue of School Leaving Certificate & Refund of Caution Fee Deposit of Students.

~ Blank application forms for School Leaving certificate & Caution fee refund are attached in school diary. 15 working days will be required to process application for school leaving certificate/refund of caution fee deposit

~ School leaving certificate will be issued only after all the dues are cleared for the quarter during which school leaving certificate is being issued.

~ In case of non- payment of dues, same will be adjusted from the caution fee deposit.

~ Only caution fee deposited is refundable once the admission is taken in the school

~ Admissions granted in the middle of session will have to pay the tuition fee & Transport fee from the beginning of the session.

~ It is mandatory to pay the tuition fee/transport fee after academic session has started even though the student has not reported for the new session / has not applied for the school leaving certificate and refund of caution fee deposit with the school.

~ Annual charges are payable annually at the beginning of academic session and it is non-refundable i.e. any mid-term withdrawal of student requires full payment of annual charges.

- ~ Any fee paid for a student is not adjustable with other student.
- ~ Any dispute is subjected to Bundi Jurisdiction only.

PARENTAL CO-OPERATION

Parents and Guardians are not allowed to walk into class or interview teachers during school hours. Those who wish to find out the progress of the child will kindly meet the teachers concerned with a prior appointment.

Parents are expected to co-operate in the work of the School by enforcing regularity and discipline and by taking general interest in their children's progress

Parents should check the Diary daily and note the teacher's remarks etc. monthly reports and terminal examination results should be scrutinized and signed by the parents. Remedial measures should be promptly taken.

Every student ought to devote sufficient time for private study daily.

The school does not guarantee the success of a pupil's studies unless the parents or guardians co-operate with the school authorities and do their part by enforcing regularity discipline. They must see that their children do their homework and prepare the lessons daily. Let them especially insist on punctuality and regularity in attending classes. Attendance at school function such as Children's day, Teacher's day, Sport's day etc. is very important.

Fee Rules

Payment of fees shall be deposited in cash/cheque/demand drafts in favour of school.

1st Quarter	:	1st - 15th April
2nd Quarter	:	1st - 15th July
3rd Quarter	:	1st - 15th October
4th Quarter	:	1st - 15th December

Fees not paid by due date, may please be paid with late fee.

Any information regarding fees dues, admn. No, dates to deposit etc. will not be provided by phone. Kindly make the enquiries in person in the office.

Fine or late payment of fees will be charged @ 100 per month on cumulative basis. No exemption from the late fee will be given under any circumstances.

No outstation cheques will be accepted. In case of cheque returns, additional charges will be levied @ 300/-.

Fees will have to be paid as long as the pupil's name is on rolls.

If fees remain in arrears for a quarter or more, the student's name may be struck from the roll, in case of re-admission granted entirely at the discretion of the Principal, fresh admission fees shall be payable in case before such re-admission, along with the arrears of fees including the fine.

Students will be permitted to appear for the examination only if the dues have been cleared and a "No Dues" certificate has been obtained prior to the commencement of the examination.



P/CS

A JOURNEY TO EXCELLENCE

Padmawati Convent School

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