



Galaxy
Public School

Celebrating
W30
Years of Excellence

Providing innovative Education for decades

Prospectus

Moments of Glory

Students of the school have excelled in various fields of social life. They have brought laurels for the school in curricular as well as co-curricular activities. Due to restriction of space it is almost impossible to mention all the events when our students have done us proud. Given below are the names of students who excelled in the S.L.C. exams.



Garima Rana



Pratistha Gyawali



Shuva Acharya

Merit List

1993 - 1994

Garima Rana	Board First
Pratik Dhungel	Board Second
Bhibusal Thapa	Board Third
Kundan Shah	Board Sixth

(The school received the Birendra Vidya Shield and the national flag at national level)

1994 - 1995

The merit list was not published by the ministry of Education & sports. The school received the Birendra Vidya Shield and the national flag at regional level.

1995 - 1996

Vivek Toddi	Board Third
Rossu Thapa	Board Fifth
Subash Maharjan	Board Tenth

1997 - 1998

Kailash Thapa	Board Tenth
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1999 - 2000

Anish Shangai	Board Eighth
Sansrita Nepal	Board Eighth
Pragya Shrestha	Board Ninth
Rupesh Sharma	Board Tenth

2001 - 2002

Mona Dahal	Board Seventh
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2003 - 2004

Pratistha Gyawali	Board First
Nikita Agrawal	Board Second
Subrat Khanal	Board Tenth

Ratna Vidhya Padak

1994 - 1995

Garima Rana	Gold
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1995 - 1996

Sheelu Shrestha	Silver
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1999 - 2000

Sansrita Nepal	Silver
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1999 - 2000

Pragya Shrestha	Bronze
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2001 - 2002

Mona Dahal	Bronze
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2003 - 2004

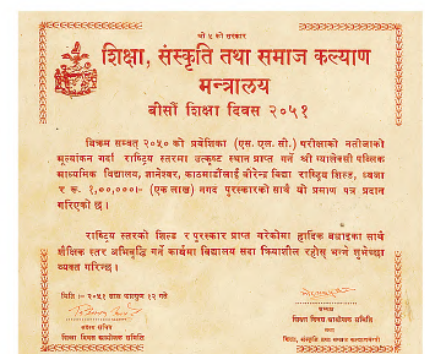
Pratistha Gyawali	Gold
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2003 - 2004

Nikita Agrawal	Silver
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2005 - 2006

Shuva Acharya	Gold
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From the Principal

Welcome to Galaxy Public School which is a premier educational institution in the country. Established in 1986 with 9 students and 2 teachers, the school has evolved over the years into an institution which provides comprehensive education to students from all cross-sections of society. The education provided by the school is child-centric and is tailored to meet the challenges of the new millennium. The school's motto, which is Love and Service, is in tune with the cultural traditions of Nepal since Vedic times.

The school runs classes from Nursery to Class XII. About 400 members of the staff are involved in shaping the future of 3296 students who study in the school. In keeping with modern trends, the school believes in the principle of 'learning by doing'. By following an eclectic method, the school seeks to draw the best out of students by focusing on their innate qualities. The school believes that education prepares one for the future because education is meant for the future generation.

The school provides a wide range of co-curricular activities because it recognizes the fact that education is incomplete without them. With minimum assistance from teachers, the students run clubs such as Eco club, Social Service, Music club, Computer club and various kinds of clubs. The idea is to make students solve their own problems and to shoulder their responsibilities. The project method of teaching is implemented here.

A lot of emphasis is given to pre-school, kindergarten and primary education since children are most impressionable at this stage. Skilled teachers ensure that there is an all round development of a child's personality. Children are encouraged to take part in creative activities. All activities are designed to make children open up. Group activities provide ample scope for interaction as a result of which children become more outspoken and smart.

Students of the higher secondary level, have the option of attending polytechnic classes. Fashion designing, interior decoration are some of the polytechnic courses which help students choose a vocation. The school has made its mark in all spheres of life. Its performance in curricular as well as co-curricular activities has been exemplary. 17 students have so far been placed on the S.L.C. merit list. Thanks to the strong support system the school has. This includes state-of-the-art computer labs, well-equipped science labs, well-stocked libraries, a beautiful swimming pool, a modern auditorium etc. The school has come a long way since its inception. It has a long way to go. The standards are high. It can go higher. There is no limit.



Mrs. Geeta Rana
M. Sc. (Maths)

Principal's Profile

Awards

- Best School Principal (1994)
- Gorkha Dakshin Bahu (1996)
- Woman of the year, 2000.
- Diploma (International Olympic Committee.) (2001)
- Birendra Ashwarya Sewa Padak (2002)
- Tri-Shakti Patta (2003)
- Pradeept Birendra Prajapantra Bhasker (2004)
- Many other awards in the field of education, arts, culture and social service.

Official visits to foreign countries

- USA, as Guest of Honour at the 1995 Special Olympics.
- North Korea, to attend the 1996 International Children's Camp.
- Hong Kong, as part of the Nepalese delegation consisting of School Principals.
- India, as Head of the Cultural Group in the 'SAARC Countries Students' Cultural Exchange Programme' in 1993.
- Almost all districts of the country.

Research work & paper presented on

- Education in the 21st Century;
- Education for World Peace
- Vocational Training and Technical Education;
- Private Schools in Nepal
- Non-Formal Education for Better Living,
- Fee structure in Private Schools.

Info

Know
No Limits

Information provided in this prospectus is subject to change. Failure to read this prospectus does not exempt students/parents from following the policies, regulations, and requirements described herein. Requests which go against the rules or the policies will not be entertained.

This prospectus tries to describe accurately the academic policies and programs of Galaxy Public School. It is not, however, to be understood as an irrevocable contract between the student/parent and Galaxy Public School. The educational process requires continual review, and Galaxy Public School reserves the right to discontinue or to make appropriate changes in its courses, arrangements, grading system, fees etc. In general, students are to be governed by the prospectus which is current at the time they begin their studies at the School.

Principal

Galaxy Public School

We would be glad to answer any questions you may have. To learn more about Galaxy please contact the admissions office.





Birendra Bidhya Shield
at National Level
awarded to the school
for academic
excellence.



Birendra Bidhya Shield
at Regional Level
awarded to the school
for academic
excellence.

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Introduction

Galaxy Public School is an educational community where students and staff of various nationalities and background live, study and work together in a congenial atmosphere. Galaxy was founded in 1986 by founder Principal, Mrs. Geeta Rana. It is a co-educational institution and caters to the educational needs of boys and girls from Class Nursery to Class 12.

Galaxy started in 1986 in a tenement house with only nine students and two teachers. Today, however, this humble beginning has faded away in the tide of time and a colossal Galaxy has taken its place with a phenomenal growth. Galaxy is one of the largest schools in the valley with over 2000 students and 250 efficient staff.

The aim is to provide an all round education in which children are prepared to face any crisis in life with moral dignity and to become useful and loyal citizens of the country. This understanding is reflected in the school motto : LOVE and SERVICE. Galaxy seeks to prepare a student, not merely to pass examinations or enter a profession, but also aims at creating a tolerant, balanced, independent individual with the right attitude of mind and spirit and a desire to help others. Its special characteristic is the wide range of activities that it provides with the idea of developing a full personality and to bring out the talents of the students for their own benefit and that of society as a whole. At Galaxy, every student has the opportunity to participate in each activity. That's not something every school can provide.

Galaxy Public School is dedicated today as it was in 1986 to the principle that the future of humanity rests in the hands, hearts and minds of those who will accept responsibility for themselves and others in an increasingly diverse society. This principle of individual and social responsibility is realized in the context of a distinctive comprehensive experience which nurtures in our students the emergence and development of skill, perspectives and ethics necessary to better themselves and society.

We seek to involve our students in an active academic community which cherishes diversity of thought and expression. In doing so, we will help our students discover ways they can most effectively contribute to the common good with love and service. The school does not subscribe to any political ideology and discourages its students and members of the staff from indulging in political activities inside the school premises.

The school discharges its social obligations by imparting value-based education in tune with Nepalese culture and traditions. Though the school does not propagate any particular religion, it encourages students to respect all positive religions and to imbibe the best from all religions.

The school believes that proper education can only be imparted to children only when the School, the Home and the Society work in tandem in a spirit of mutual respect. Any misgivings about the integrity of any of these three agencies could seriously damage the delicate relationship between three agencies of education.

Accreditation

The school implements the National Curriculum. At the Class 10 stage, students are prepared for the School Leaving Certificate (S. L. C.) Examination of HMG, Nepal.

English, Nepali, Maths, Science, Social Studies, Environment, Population & Health (E. P. H.) and Optional Maths are compulsory for all students. Students have to choose either Computer Studies or Accountancy as their Optional Subject.

Students of the school have done very well in the board examinations. In the S. L. C. Board Examination of 2051 B. S., students of the school secured the First, Second, Third and Sixth places at the all Nepal level. In the same year, the Birendra Vidya Shield and flag was awarded to the school by the Ministry of Education, HMG, Nepal for its brilliant performance at the national level. In 2052, the school received the shield once again but this time the award was given to the school for its performance at the regional level. Every year more than 300 students appear for the S. L. C. exams. The success rate is almost 100% out of which 99% secure the first division.

The Higher Secondary Wing of the school is affiliated to the Higher Secondary Education Council, Sanothimi, Bhaktapur, Nepal. The following streams are offered.

- 1 Science
- 2 Commerce and Management

At this level, English and Nepali are compulsory. In the Science group, Physics, Chemistry, Biology and Maths are offered. In the Commerce group - Economics, Business Organization and Office Management and Accountancy are offered.

In higher education, its aim is to maintain a first-class, cost-effective system which helps to satisfy the social needs and to offer an opportunity to students to enhance their knowledge.

reading book in the library

The School Complex

Curriculum

It is situated in a peaceful locality with motorable roads of Gyaneshwor and Dillibazar on either side, making it an ideal setting for a residential as well as a day-school.

The school is divided into six sections

The Senior School	: Classes (10 – 12)
The Middle School	: Classes (7 - 9)
The Junior School	: Classes (4 - 6)
The Primary School	: Classes (1 - 3)
The Kindergarten School	: Upper Kg.
The Pre-School	: Prep I (Nursery) & Prep II (Lower KG)

The school hostel is divided into six main sections

Small Children	: Classes (Prep I - 3)
Boys (Juniors)	: Classes (4 - 6)
Girls (Juniors)	: Classes (4 - 6)
Boys (Middle)	: Classes (7 – 9)
Girls (Senior)	: Classes (7 - 12)
Boys (Senior)	: Classes (10 - 12)

The school aims to introduce a broader and more balanced curriculum to enable all pupils to develop the qualities and skills needed in adult life.

The school provides support to the students who are excellent at Science and Technology, Social services and Culture & Sports by developing various skills and imparting knowledge.

It prepares students for the S.L.C. Examinations and the Higher Secondary Examinations, for the purpose of which the school has an excellent team of well-educated and experienced teachers. In other sections of the school, the school follows its own curriculum which has been designed to meet the needs of students.

A common curriculum made up of Moral Education, English, Nepali, Mathematics, Science, Environmental Science, Social Studies, Art & Craft and Computer Studies is taught in all the other classes.

Pre-School consists of two levels: Prep I and Prep II. The minimum age for admission into Prep I is 3 + years. For Prep II it is 4 + years. Informal education is imparted to students in the Pre-School.

The Children are made to do a lot of oral work, indulge in various kinds of activities, play games, do simple practicals, go for excursions, observe different things and phenomenon. Teachers use several audio-visual aids in order to demonstrate the lessons.

The aim of the curriculum at this stage is to make children creative and innovative. To develop good toilet habits, to encourage children to eat healthy foods and to make them aware of the benefits of good health. The Kindergarten school is of one year. The minimum age for admission to this class is 5+ years. Formal education stars from this class.

Apart from oral work, activities, games, practicals and excursions children are introduced to subjects like English, Nepali, Maths, Science, Social Studies and Computer Studies.

The Primary School consists of classes 1 to 5. In addition to oral work, activities, games, practicals, excursions etc, students are taught subjects like English, Nepali, Mathematics, Science, Social Studies, Computer Studies, Moral Science, General Knowledge and Health Education. They are taught gymnastics and swimming. Co-curricular activities such as singing, dance and instrumental music are taught.

The Lower Secondary School consists of classes 6 to 8. Besides English, Nepali, Mathematics, Science, Social Studies, Computer Studies, Moral Science, General Knowledge, the students are introduced to advanced level Mathematics and E. P. H. (Environment Health & Population) Co-curricular activities also includes Club activities.

The Secondary School consists of classes 9 and 10. The HMG (S. L. C.) curricular is followed in these classes. The students, however, take part in co-curricular activities and club activities. They are also introduced to a course in Advanced Level English.

The Higher Secondary School consists of classes 11 and 12. The HSEB curricular is followed in between commerce and science subjects. The students of this level take part in various co-curricular activities.

Management

The school is headed by the Principal who acts in accordance with the policies framed by a 6-member apex body called the Governing Body.

The entire management lies with the Principal. The Principal appoints the staff, implements the examinations, supports curriculum and sees that the school responds effectively to what the parents and the society require of the school. The Principal helps the school maintain a disciplined orderly atmosphere for teaching and learning.

The Principal is assisted by Head Teachers in academic matters. The school is divided into different wings, such as Pre-School, Primary School, Junior School, Middle School, Secondary School and Higher Secondary School. Each wing has a separate Head Teacher. Besides the Head Teachers, there are Heads of the Science and Technology Department, the Arts, Culture and Sports Department and the Social Service Department.

The Maintenance Department, The Transport Department and the Hostels are supervised by competent In-Charges.

The administrative staff looks after the Accounts Department, and maintain records and documents.

The school has various departments. There is a department for each subject taught in the school. All departments are headed by highly qualified and competent teachers.

The classroom is congenial and democratic and the teachers are encouraged to adopt innovative methods of teaching, to make learning meaningful and interesting.



school building at dusk

Staff

Galaxy has highly qualified and competent teaching staff. The teachers help to promote the spiritual, moral, social, cultural, mental and physical development of pupils.

The different sections of the school are under the direct control of supervisors and head teachers who in turn, report to the Principal.

Co-curricular activities are managed by professionals who are experts in their own fields.

The best part of Galaxy is the intellectual growth that comes from rigorous classes taught by faculty who are experts in their field.

Language Policy

English is the medium of instruction, as fluent English is usually a basic requirement for admission to centres of higher education. It gives access to modern knowledge not readily available in Nepali.

It is an easy means of communication in the international sphere of life. It is a language which can be easily understood in different parts of the world. With the growth of trade and commerce, it has spread across the length and breadth of the whole world. At present it has become a language of universal culture and embraces various departments of knowledge. English is the language of diplomacy and it contains many a rich literary treasure; it gives us an introduction to western thought and culture.

Beside English which is the medium of instruction, the school emphasises on Nepali. Nepali is given its due importance. Certain subjects such as social sciences are taught in Nepali. Many co-curricular activities are also done in Nepali.

Co-curricular Activities

Activities which are part and outside the existing curriculum were formerly known as extra curricular activities. But items which are related with the development of children and parts of school activities should be called co-curricular activities. Education is no longer treated as something stored in the text-books; text books can only provide some information, but its role for imparting total education is limited. Children today need knowledge, skill and personality. These three requisites are supposed to be provided by the school. A responsible citizen should possess certain basic qualities of personality such as self control, sympathy, fellow feeling, honesty etc. Co-curricular activities are, therefore, a series of activities related with the school programme, which help to bring out all round development of the students, outside the subjects for examination schedule.

The students of the School take part in various co-curricular activities. Singing, dance and dramatics are just a few of them. What is remarkable about singing and dance is that students themselves write the lyrics of the songs, set them to music, compose the whole song and choreograph the dance. They act in classical plays known for their merit in world literature. The make-up and the stage decoration is done by the students where teacher's contribution is minimal.

Galaxy Public School provides the following co-curricular activities:

- Literary Activities
- Cultural Activities
- Sports & Games
- Excursions & Plantation
- Creative & Productive Arts
- Training for Leadership
- Publication
- Exhibitions & Demonstration
- National & International Participation
- School Functions



*batting in the final match of
7th Galaxy Winter Cricket Cup 2011*

Co-curricular Activities



Literary Activities

Provide training in the art of communicating one's ideas to others. Literary expression is either oral or written. By participating in debates, students get an opportunity to express themselves orally. Debates help students to express themselves in a logical way. Public speaking and debating are two main forms of oral expression. The school magazine, the wall magazine or an essay competition provide the means for the other form of literary expression, namely, the written.

Students are encouraged to participate in inter-house and inter-school competitions. Essay-writing, Poem-writing, Spelling, Public Speaking, Recitation/Elocution, Debate and Quiz competitions are held every year.

In a short span of 25 years, Galaxy has won innumerable trophies in various inter school activities. It has won the 'Aishwarya Shield' at the GAA Spelling Contest, four times in a row. These activities have brought the school under full glare of fame. Galaxy has touched the zenith of perfection in co-curricular activities.

The aim of these activities is to provide complete education to the students.

Cultural Activities

Music (vocal and instrumental), Dance (classical and folk), and Dramatics are some of the activities that the school offers. The music room has an enviable array of musical instruments. The Music Department equipped with various musical instruments helps to discover the talent for music among the students, and endeavours to hone and refine these faculties. The school boasts of an orchestra which performs at all major school functions. The Parent's Day show gives the children an opportunity to display their talents and helps them gain confidence by performing on stage.

The children have often won laurels for the school by winning trophies in inter-school competitions and National awards at various inter-district dance and music competitions.

The Dance Department has assisted in developing the instinct for dancing so innate in most children, it has produced many performances which have won laurels for the school.

From 1999, the school troupe has been striving to preserve ethnic culture by visiting the 14 zones of Nepal in order to learn the various dance forms whose existence is threatened by cultural invasion. It aims at preserving decadent dance forms and folk music which are characteristic of the different zones of Nepal.

Sports and Games

In the whole range of co-curricular activities, games, sports and athletics enjoy the largest measure of popularity. They have a wholesome effect on the physical, mental, social and moral development of an individual. The playground is said to be the cradle of democracy. Here the students learn to co-operate with others, respecting the rights of others. They cultivate the 'play spirit' called the sportsman spirit.

The school is divided into four houses : Red (Shankha), Blue (Chakra), Yellow (Bajra) and Green (Trishul) and each student is placed in one of the houses.

Galaxy offers a number of facilities and opportunities for the physical well-being of students. The students can take part in a variety of indoor and outdoor games such as football, basketball, badminton, table tennis, volley-ball, athletics, swimming, cricket, gymnastics etc. The school gymnasium needs special mention. It is an impressive one having all facilities.

The different Houses play matches against each other, thereby developing a healthy spirit of competition. Every year at the Annual Sports Day, children take part enthusiastically in different track and field events. The school participates in different inter-school sports meets regularly.

In co-ordination with the District Education Office, the school has been actively involved in organizing Inter-School Competitions in table-tennis, badminton, football, swimming, cricket and gymnastics.

The school has a beautiful outdoor swimming pool. It has been specially designed to impart basic training to learners. Swimming instructors are on duty all the time. A physical fitness programme for the students is part of daily routine. The school gives a lot of importance to health education. As such students of all classes have to study a subject called Physical and Health Education.

Excursions and Plantation

Excursion forms an integral part of education. It is a very popular type of co-curricular activity. It is based on the principle that 'seeing is the best method of learning'. Excursions are a regular feature of Galaxy Public School. They make learning meaningful.

Every year school students visit many places which have cultural, historical, geographical and educational importance. During an academic year, students are taken to at least three places of interest in and around Kathmandu. These are organized for all classes.



In order to enthuse students with the cultural glory of the country, the school organizes various programs. However these programs are not confined to Nepal only, students of higher classes are taken on outstation trips to neighbouring countries. This fosters cultural confluence between two countries and develops a sense of brotherhood.

The children are taught practical skills by innovative methods like planting of seeds. Even children of the Nursery class plant seeds given to them by their teachers. They observe the growth of a plant from its seed.

Creative arts & Productive Arts

Students are taught paperwork, drawing, colouring, painting and claywork under creative arts. These activities hone their creative skills. They are able to use their innovative ideas to create wonderful works of art. The seeds of research are sown in these classes.

Needle work, knitting, colouring, recycling and craft are taught to the students under productive arts. These activities help the students to produce useful and innovative items in future. Children are also encouraged to make models, posters and charts for display in the class rooms and the school exhibition.

Students are taught to take care of the environment. They are involved in the recycling of paper in the recycling plant installed in the school. Besides recycling paper, the students are encouraged to make the best use of things which are normally thrown away.



*coinciding the pins
seen through the glass slab*

Co-curricular Activities



Training for Leadership

The prefectorial body of the school cabinet headed by the Head Girl and the Head Boy, assist the school administration by bridging the gap between the students and teachers.

Students are expected and trained to shoulder responsibilities through various offices and activities. This helps the students to develop self-confidence and leadership qualities.

There are several clubs in the school. Each club has a seven-member executive committee to look after the activities of the club. The students are made to handle their own affairs. These clubs organize inter-house activities and help the students of the school prepare for inter-school competition.

Galaxy Public School provides the following activities to promote leadership quality in the students:

- **The Assembly**
- **Club Activities**
- **The Alumni Association**
- **DOT**

The Morning Assembly

This is unique in character and the prayer and mass singing direct the thoughts of the students towards moral and spiritual values, thus beginning the day for pupils and teachers alike, on a sublime note. The highlights of the news, read by a student each morning, keeps the rest of the students in touch with the latest happenings. Special items presented by students at the assembly help to develop confidence among students. The school assembly is held once every working day. It is the students who conduct the assembly. Classes take turns to conduct it. Besides the students, the class teachers concerned, the principal and the concerned head teacher address the audience. Greetings are exchanged and important information is conveyed during the assembly.

Club Activities

In order to provide balanced education, with equal emphasis on academic, mental, physical and cultural growth, the school provides a wide range of clubs. The students of the school run different clubs under the umbrella organization, Galaxian Club which is registered with the HMG. Each Club has a specific function and is headed by an Executive Committee consisting of students. The students handle all the activities of the Clubs. This hones their ability to shoulder responsibilities and to organize their activities.

A few of them are mentioned below

| Eco-club |

Students of the school have formed an 'Eco Club' which is affiliated to World Wildlife Fund, Switzerland and Green Camp, Nepal. Members of the club try to create an awareness of the environment among the people by taking up various projects in the city, at the zoo and other places. Since its formation two years ago the club has won almost all the prizes at competitions organised by different organizations.

The Eco-club has more than 200 members from classes 4-12. The students work in keeping the environment clean & healthy. They work hard towards spreading awareness among people about the importance of a clean, green and healthy environment. The members of the club are also the members of "The Friends Of The Zoo" (FOZ). They participate in many seminars, exhibitions, rallies as well as expeditions. They also help to save the endangered animals. The members of the club actively participate in various programs in order to prevent environmental degradation. In order to inculcate a sense of awareness among the students, the school promotes various environment friendly programs on recycling and on the use of bio-degradable packets. In this context, the school has organized many commendable nationwide programs on sanitation and cleanliness.

| Social Service Club |

The school feels that it is its moral duty to instil in the students, feelings of compassion for the underprivileged, also a desire to help others in whatever way they can. The social service club organizes activities like distribution of old clothes, cleanliness drives, blood donation camps, awareness campaigns, etc. and encourages the students to participate in these activities. The Social Service Club is one of the clubs which contribution to society and the school is immense. It conducts several social welfare programs. It raises money for social causes like providing financial assistance to needy students, teachers and staff.

Galaxy Public School provides social training to the adolescents. Through social activities, pupils learn valuable lessons in co-operation and develop the habit of working in groups. A student can identify himself/herself with the group of his/her own choice. She/He is no longer an individual but a member of the group. By working for the group, the individual receives social training.

| Galaxian Computer Club |

The Galaxian Computer Club which was materialized on November 12, 2000 conducts special training classes for its members. It encourages its members to take part in various competitions. The club caters to the need of those students who are really interested in broadening their knowledge in IT. The club has developed two different software packages viz "Ko Banne Crorepati" and "GccPaint" which can be downloaded from the club's home page, <http://www.gconline.itgo.com>. The club boasts about enrolling good number of members within short span of time.

The students represented Nepal in the SEARCC Int'l Competition held in Singapore on December 1999.



creating sculpture of the clay

Co-curricular Activities



Creative Arts & Productive Arts Club |

The club teaches girls to manage their homes more efficiently when they grow up. Besides housekeeping, the members of the club receive training in cookery, needlework and first aid. This club holds exhibitions on arts, crafts and home science. It designs several kinds of posters. It is solely responsible for stage decoration during school functions.

Literary Club |

This club conducts spelling contest, debate, one-act play etc. It also plays an active role in preparing the school magazine and the wall magazines displayed in different parts of the school.

Sports Club |

The sports club organises inter house and inter school sports meets. It is involved in different sports disciplines such as football, cricket, table tennis, badminton etc. It also selects students for inter school tournaments.

Culture Club |

This club is concerned with music and dance. It organises competitions in vocal and instrumental music as well as in modern and classical dance forms. The club has its own band and a choir. The band plays the national anthem and march -past tunes during the school assembly.

Science Club |

This club organises exhibitions, talk programmes, quiz contests and seminars. A child prodigy like Biraj Dhungana takes an active part in all the activities of the clubs.

The Alumni Association

The Alumni Association was formed to keep links with the past alive and it ensures that those who leave school keep in touch with one another and with the school. The association meets once a year.

The idea is to exchange ideas and to know the progress of the students who have passed out of the school.

The executive committee consists of parents, teachers and former students of the school. The association participates in inter-club competitions held at the national level. The association is also involved in social welfare activities.

DOT (Discipline, Obedient & Team Work)

DOT Club of Galaxy Public School, was established in the mid 2005.

This club was started with the purpose of promoting service activities among the students of the school so that they will develop the individual qualities. The club plans its projects and implements them within its own members and its community. The funds for financing such projects are raised by the club itself. The members serve for a term for one year or until their successors have been selected and qualified. A board of directors composed of all officers of the club control and supervise the affairs of this club.

Publication

Newsletter

This is a monthly publication which encourages and hones the creative writing skills of the students. It carries articles, stories and poems written by the students and also activities which have taken place in a particular month.

Books

Geetanjali Publishing House, a unit of Galaxy Public School has published text books on Mathematics for the students of classes 8, 9 & 10. Twenty-four story books in Nepali have already been published. Books on Computer Studies (Practical Lessons) for classes 4 to 10 have also been published. Many more books on various subjects are in the pipeline. Years of experience has gone into the publication of the books. The books have been authorized by writers who are renowned in their own fields.

Exhibitions & Demonstration

The school holds exhibitions at regular intervals. Exhibitions on science, arts and crafts, computer science, project work are displayed at prominent places inside the school or in the school auditorium. Students of the school are made to visit the exhibitions. Sometimes parents and guardians are also invited. These exhibitions provide a platform to the students to display their creative work. Exhibitions nurture talent and make learning a joyful experience. Certain things which cannot be performed by students themselves are demonstrated by teachers or professional instructors.



Participation at National & International Level

The school encourages its students to take part in international competitions, seminars, workshops etc. This gives them an international exposure and boosts their confidence.

The school football team has participated thrice in the Subroto Mukherjee Cup Football Tournament, which is one of the most prestigious inter-state tournaments held in India.

In September – October, 1999, Galaxians won the Sub-junior Subroto Mukherjee Football Tournament in India.

The school senior football team won laurels for their country by winning the 13th Limca Cup in New Delhi in Sept.-Oct. 1998. This is a highly prestigious football tournament in which football teams from all states of India take part.

In 1996 Nishma Gurung of Std. 12, a student of the school, represented Nepal in swimming at the Olympics in Atlanta. She also participated in the 13th Asian Games held in Bangkok. Students also attended training camps in North Korea, South Korea and India.

In 1997, at the 8- National Wushu championships in Moscow, students of the school won laurels for Nepal by winning Gold, Silver and Bronze medals in different events. The school basketball team won the first prize in the competition held in Dehra Dun, India. The U14 school football team participated in the Subroto Mukherjee Cup 2002. A 42-member team from the school visited Taipei to participate in the 35th International Day in 2002.

In 2004, seven members team went to Bangladesh to participate in the 7th ICSQCC which was held in Dhaka. The presentations made by the students were outstanding. They were able to win two prestigious trophies.

A team of five students participated in 2007 ICSQCC, which was held from 28 November- 1 December at City Montessori School, Lkhnow,

India. They received the Best Cooperative Team that year and also bagged third position in Case Study Presentation.

Ms. Anjali Limbu was selected along with 14 other students from other different schools of Nepal as a Green Ambassador to travel to Bangkok, Thailand from September 4 to 9, 2009. The green Ambassadors were appointed for educational tour on nature conservation in Thailand.

In the year 2009 ICSQCC, five members team participated in ICSQCC which was held from 2 - 5 December at City Montessori School, Luckhnow, India. They received third position in Case Study Presentation.

In 2013, Galaxy Cricket team was selected for Under-16 Nationwide Cricket Championship held at Janakpur. The Captain of the team was Adil Khan who has already played for Under - 16 International at Malaysia.

Fifteen students are invited to participate in an educational trip to the Johnson Space Center in Houston, Texas from 15 - 28 April, 2014. They got the opportunity to visit Houston Museum of Natural Science, NASA Houston and Kennedy Space Center.

In 2014, Sabana Gurung participated in the "Little Miss World" in Antalya, Turkey held on September 2014. She was able to win the title of "5th Teen Princess of the World".

School Functions

The school holds functions on special occasions. The Annual Sports Day and the Award Distribution Day are celebrated with great interest. Besides these, there are a number of cultural shows in an academic session.

Certain national and religious festivals are also celebrated. They are Buddha Jayanti, The King's Birthday, Bal Diwas, Dashain, Tihar, Teachers' Day, Shree Panchami (Saraswati Puja), Maha Shivaratri, Christmas and Martyrs' Day.



girls queuing up for the function

Facilities



Library

The library is a major resource of any modern institution. Students cannot acquire knowledge only through text books or classroom lectures. The library is of great help in the fulfillment of their aim because it provides ample opportunities for acquiring knowledge. The knowledge gained through the class may be forgotten after some time but that which the students acquire themselves through self study will be remembered by them even after leaving school.

The library does the work of a teacher for students. It will not be wrong to say that the defects of classroom teaching can be rectified through the library. A library is a house of books, journals, cassettes and other written literature preserved for consultation and reference. It provides information, acts as a means of self-education and stimulates one to participate in national welfare. A library plays a vital role in making citizens enlightened. It furnishes information on all subjects, provides education to participate intelligently in a society and gives an opportunity of reading for pleasure. It satisfies the intellectual needs of an individual child.

The school has one open shelf library that is designed to encourage students to develop an interest in a variety of subjects. Every class has a separate class library from which students can borrow books.

A book is usually issued to each student for a period of one week.

The libraries have a wide range of books to meet the demands of every age group and taste. They endeavor to develop the reading habit and the appreciation of literature among the students. The various reference books on every subject help students to acquire in-depth knowledge and also help students to develop an independence in solving problems. The libraries subscribe to a large number of newspapers, journals, magazines and periodicals, thus keeping the students in touch with happenings in Nepal and in the outside world.

The Central Library has an audio-visual section. It has a large number of audio and video cassettes on various subjects. Language skills are promoted through this medium. Documentaries/Children's films are screened at regular intervals.

Language Laboratory

The school has a state-of-the-art language laboratory which creates especially to the students preparing for the SLC exams. The laboratory has many audio and video equipments. It has a wide collection of audio and video tapes to enable students to improve their listening skills. Students of all classes have access to the lab.


Science Laboratories

There are Science laboratories having adequate facilities for practical work in Physics, Chemistry and Biology. These encourage students to learn through experiment and research. Students who have opted for science at the 10+2 level, do extensive laboratory work to reinforce their learning.

Students of all classes make regular visits to the laboratories to get a first hand experience of the things taught in class. Teachers who teach science try to make science classes interesting and lively by showing experiments taken from real life. Such a method involves active participation of students who take a great delight in exploring the world of science around them. Science exhibitions are held at regular intervals to give the students an opportunity to display their powers of observation and inference.

Computer Laboratories

Due to the rapid development in the field of Information Technology (IT) and its applications in the business world, the demand for skilled man-power in the Information Technology has increased too. One of the top ten skills that every employer of the modern world would like in an employee is an ability to operate computers.



observing the slides

Thus one cannot expect a good job even though he/she holds good academic qualification unless he/she has good knowledge of computers. To be a successful employer too, one needs to keep pace with the changing face of the latest technology. The industry like any other industry is one of the most favourable and potential sectors for national economic expansion. To be able to use computers, it is essential that you are proficient in applications such as Word Processing, Databases, Spreadsheet, Graphical Presentation, Internet and Electronic Mail and efficient in Operating System and Programming Logic & Techniques which have now become an important part of the school curriculum. A good computer education is one which is designed to develop your global career.

An Internet connection, enables one to talk to his/her friends and families around any part of the world, gather invaluable information, exchange news, learn foreign languages, find new friends, meet people, make reservations, maintain bank accounts, observe multimedia educational software, learn and test one's knowledge of software development etc.

Thus Computer Studies have been introduced as a part of the regular curriculum. There are three modern Computer Laboratories equipped with 197 computers. Students are taught the use of computers as a resource.

In its effort to keep up with the latest advances in Information Technology, the school has launched its own Website www.galaxy.edu.np. This website has been hosted by Utopia Pvt. Ltd., Maharajgunj, Kathmandu. From the website, parents can get information about the recent developments in the school. They can also read the circulars issued by the school.

Facilities



The School Hostel

The extremely well-managed school hostel provides students residing outside KTM valley with an opportunity to study in an extremely healthy environment conducive to learning.

The hostel is under the direct supervision of the Principal, and is looked after by hostel wardens and matrons. Every effort is made to ensure that the boarders are kept comfortable, clean, healthy and happy.

We try to draw inspiration from the Gurukul system of education where the students live inside the school premises to grasp traditional Hindu values under the able guidance of the gurus. The school has several hostels where students learn to live together, learn together and play together in an atmosphere of freedom and discipline. The students follow a fixed time table on all days of the week. Their day begins at 5:30 a.m. and ends at 8:30 p.m. Study classes are held in the mornings and evenings. The time table ensures that all students get ample opportunity to take part in co-curricular activities.

Accommodation

The school hostel consists of large, airy buildings. The dormitories are well-lit and ventilated. Each dormitory is in the charge of two teachers and two workers. Presently there are 5 hostel buildings housing 300 students with wardens and assistant wardens to look after the boarders in each hostel.

Medical facilities

Children's health is supervised by a well-qualified and experienced medical team. The school has a 10-bed infirmary under the charge of a nursing sister. The children undergo routine medical check-ups. In case of emergency, they are taken to specialists at major city hospitals.

Sick students are provided with a special diet in order to help them recover fast. The infirmary is equipped with essential medicines and is capable of providing basic medical attention.

School Mess

Wholesome vegetarian and non-vegetarian meals are provided to the students by the school mess which is managed by an able and qualified Mess Manager. A high standard of hygiene and cleanliness is maintained in the dining hall and in the modern well-equipped kitchen of the mess.

The school has a vast stretch of land at Gothatar which is situated on the outskirts of Kathmandu. The vegetables grown on this plot of land are sent to the school kitchen. The school dairy and the poultry supply milk, eggs and chicken to the school kitchen.

The School Bakery

The school bakery boasts of a big bakery which serves baked food items to the students.

Study Classes

Boarders have study periods in the morning and in the evening. Teachers are on duty and they ensure that the students do their homework and learn their lessons.

However, some students need extra attention and help. For such students, the school makes arrangement for extra classes. Students of classes 9, 10, 11 and 12, who have to appear for their board examinations need extra guidance. Special classes are arranged for them by the school.

The School Laundry

The school laundry has modern machines to wash students' clothes and linen under hygienic condition.

Personal Cleanliness

Boarders of classes Nursery to 4 are given a bath regularly by the ayah didis. Sufficient number of solar geysers have been installed and hot water is available in abundance. Boarders of Classes (5 - 7) are made to bathe regularly. Supervision is done by the matrons. Senior boarders are expected to take care of their personal cleanliness.

Hair cuts are given at regular intervals. Nails are trimmed regularly.

Undergarments, shirts and socks are washed daily. Other items of clothing are washed on alternate days.

Bed sheets and pillow covers are changed twice a week.

Shoes are polished every day.

In the case of small children, ayah didis put hair oil, comb the hair and help the children to dress up.



Music Halls

There are several halls for teaching different disciplines of music. There are separate rooms for different musical instruments such as the guitar, the violin, the tabla, the madal, the synthesizer and the flute. There is also a big room where the school brass band and the school choir practise.

Dance Halls

There are dance halls where different forms of dance, such as classical, folk and modern dance are taught.

Audio-Visual Lab

The school has a state-of-the-art audio-visual lab. It has the latest audio and video systems. There are hundreds of CDs, tapes and DVDs. Student of all classes have access to the lab.



inter-house girls basketball tournament

Facilities



Pre-School

Galaxy Pre-School has been conceived and planned in the form of a play school, for children of age 3+ and 4+ years keeping in mind the need for small children to interact with their environment. At this age children have a lot of curiosity and tend to explore their immediate environment. Here, it is our endeavour to use play techniques to facilitate learning. Play comes naturally to children and is of interest to them.

Play & Practicals are medium for imparting knowledge. Through play, learning is natural, spontaneous and fast. Children get an opportunity to indulge in enjoyable activities based on the needs and competence of this age group.

At the beginning of an academic session, the school allows parents to take their children home before the school formally gets over. This is allowed only during the first month of a new session. We request parents to encourage their children to have the lunch provided by the school at a nominal charge. We have found this to be very useful for small children who spend a long time in school.

Physical Activities

Children love to fiddle with different kinds of things and we encourage them in activities where they learn to use and handle different things. We help them to utilize their physical store of energy in an optimum manner by providing them with carefully chosen play materials.

The children indulge in physical activities like:

- Climbing jungle gyms and stairs.
- Throwing and catching soft balls.
- Jumping, running, bending, etc.
- Playing on a variety of swings and slides.

Language Development

It has been seen that it is possible for a child to pick up more than one language at a time. Since English is the medium of instruction, children pick up the language at an early age.

Language is developed through

- Singing poems and songs (rhymes).
- Using rhyming words.
- Listening with understanding to stories and instruction.
- Expressing themselves verbally by answering and asking questions.
- Identifying, recognizing and naming people, objects, pictures and actions.
- Discriminating visually between different objects, items and pictures.

Intellectual Development is enhanced through

- Observation of different things and processes.
- Experimentation.
- Understanding animal life and plant life.
- Classifying things by putting similar objects together.
- Recollecting facts told earlier.
- Reasoning and problem solving with simple 4-6 piece jumbles and jigsaw puzzles.
- Picking up number concepts.
- Making simple comparisons like big-small, tall-short, etc.
- Recognizing and naming colours.

Teachers take children to different places outside the school. Concepts related to the environment are taught during these outings. Teachers show things from real life and take the help of experiments to teach the tiny tots.

Socio Emotional Development

This is promoted through development of good habits and good behaviour. The children are taught accepted manners and social skills like greeting others, using words like 'please', 'thank you', 'sorry', etc.

The children are taught to

- Go to the toilet on their own.
- Wash hands properly and independently.
- Eat food with minimum spilling.

Class Activities

To make classes interesting and to enable children to grasp concepts easily, teachers help the children with:

- Arranging building blocks.
- Joining leggo pieces.
- Creating designs by modeling clay.
- Threading large and medium sized beads using plastic needles.
- Painting with a thick brush, fingers, cotton, wool, etc.
- Drawing pictures on their own.
- Colouring with some control.
- Folding, Tearing, Cutting paper.
- Applying gum and trying to paste items.



Our Guiding Principles

- Children possess sensibilities and mental powers which are unique to their particular levels of developing awareness.
- Children differ from one another.
- The most important years of the growth of a child are the first six years. Children learn to initiate things on their own. They are more open to change, growth and new experiences. They're ready to get more out of life itself.
- Every child is gifted in some way. A rich, stimulating environment allows each child to bring forth his or her own special talents and abilities.
- Interaction between children in a non-formal environment makes the young ones outspoken and smart.

Location of the Pre-School

The pre-school is a part of the primary section. However, it is managed separately by specially trained Teachers.

The school offers the following facilities in addition to the ones mentioned above.

- The school has a well-managed canteen which serves a variety of snacks and soft drinks, prepared under hygienic conditions. Students can also take hot lunch on extra payment.
- The school infirmary is well stocked with all first aid medicines. A qualified, nursing sister is on duty all the time. Emergency cases are referred to the major hospitals in the city.
- The school has a fleet of 20 new school buses specially designed for school children. The buses meet all the safety standards laid down by the HMG.
- The School has a swimming pool for students to learn swimming or to practice for swimming competitions.
- The school has a big auditorium equipped with the latest electronic gadgets. Many school activities are held in the auditorium.
- The school playground is quite a big one. Students play different games such as basketball, volleyball, cricket etc on the school ground.
- The school Gymnasium has all the equipments which a modern gymnasium should have. Students of classes UKG to 6 learn and practise gymnastics inside the gymnasium.
- The school has a modern and well-equipped food lab where students attend cookery classes.
- The school has its own farm about 6 km. from the city centre. In the vast stretch of farmland, vegetables are grown. There is also a poultry and a dairy.

monkey climbing

Awards & Achievements



The school is proud to have talented students. Many students of the school have brought laurels to the school.

The University of New South Wales, Australia conducts International Assessments of students studying in schools around the world. The Assessments encourage students to develop and use the skills related to problem solving, reasoning and critical thinking. These are skills needed to ensure the children's success in this day and age. Children have the opportunity of participating in an Assessment of International standing and to assess their performance in an environment that is stimulating but non-threatening.

For the last three years, the students of the school have been appearing for tests in English, Mathematics, Science and Computer Studies. Their performance has shown an upward trend. In 1998, one of our students got the gold medal. In 1999, five students won the gold medal while eleven bagged the gold in the new millennium. The results have been overwhelming. In 2001, our students won 11 gold medals and again have won 25 gold medals in 2002. A five-member team participated in a Quiz Competition held in Lucknow.

Their performance was appreciated by everyone. The girls' football team won the first prize in the Prince Cup organized by ANFA (All Nepal Football Association) to mark the Crown Prince's birthday. The boy's football team won the second prize in the Prince Cup organized by ANFA to mark the Crown Prince's birthday. The boys' cricket team lifted the Birthday Cup organized by Cricket Association of Nepal to mark the Crown Prince's birthday. The boys' football team secured the second position in the Panauti Cup 2002. The junior school team came third in the Spelling Contest organized by Godavari Alumni Association. They have excelled in various fields.

In GPS, awards are a regular feature. Students of the school have bagged awards in all possible disciplines. Recently the five member band consisting of students of the +2 level bagged the prestigious Award for best vocal and lead guitar.

Students of the school have shown their mettle in cricket, Sushil Tandukar has achieved the distinct of becoming the highest scorer in one-day matches. He has created a national record by scoring. Many students are regular members of the U17, U19 and the national squad.

Our Beautiful Ambassadors

From 1995, the students of our school have been taking part in the Little Lady beauty pageant organized by Kathmandu Jaycees.

The results have been overwhelming. Miss Prativa Rawal, Miss Subhani Moktan and Miss Khusboo Oli won the coveted title in 1995, 1999 and 2000 respectively. In 1996, Miss Dhriti Bhatta was the second runner-up. In 1998, Miss Pratistha Moktan won the Miss Best Hair title while Miss Sheetal Moktan got the Miss Talent Title. The beauty Pageant is open to children below 10 years and is keenly contested by students from all over the country. Aakriti Sharma was the second runner up in the beauty pageant called Safi Naturally Youth Contest 2002.

On three occasion, our students have been chosen by HMG to represent Nepal as ambassadors of the country. This year, two students have won awards in beauty pageants. Miss Dikshya Singh of class ten became the 1st runner up in Miss Teen contest. Miss Prativa Upadhaya of class 6 has become the winner in Miss Junior Pageant.

Students of the school have the presence of mind. They are confident and can express themselves in fluent English. This clearly shows proper grooming by the school.



Jewels in the Crown

There are many students of the school who have excelled in their chosen fields. Here are some of them.

Mahesh Basista is a poet. He has published his collection of poems in 2059 B. S. Miss Pallavi Koirala has also published her collection of poems in the same year.

Miss Sanskriti Shrestha is a tabla player. She has won many awards. Recently she won the Bir Ganesh Man Singh Children's Award. She was honoured by the title "Child of the Year 2059".

Sheetal Moktan is a vocalist. She can also play musical instruments. She won the Ganesh Man Singh Award in 2001. Mona Dahal is a brilliant student. She secured the seventh place in the SLC exams held in 2002. She was awarded the Ratna Padak (bronze) for her brilliant performance in the SLC Exams.

Kanisk Chaulagain is an excellent cricket player. He is a member of the U19 national side. Bunty Bataju also is an excellent cricket player. He is also a member of the U19 national side.

Juwal Kumar Khuswa is a budding essayist. His essay on HIV/AIDS won a national award. His essay was the best among 32,218 entries. The college level essay competition was organized by the Ministry of Health HMG, Nepal.

Biraj Dhungana is a child prodigy. He is already a renowned research scholar. His paper on International Semi Guided Automatic Ultra Warheads was published in 2002. He has designed a missile. The design is on display in RONAST and has received international acclaim. The school spotted his talent before he rose to prominence.

Monu Rauniar's poem got him a prize in the Inter-College Poem Competition.

Subhani Moktan is not only a good student, she also excels in other activities. Her music album "pahilo Maya" has been released in the market. It is receiving rave reviews.

One of the stars in our galaxy is our Crown Princess herself. She joined the +2 wing on the school in 1994 and appeared for the Higher Secondary Exams in 1996. She made her mark in the school as a very elegant young woman with impeccable manners and an extremely endearing personality. She truly represents the modern woman known for her beauty as well as her brains. We are all proud of her.

Sabana Gurung was able to win the title of "5th Teen Princess of the World" which was held on September 2014 in Antalya, Turkey.

There are many more who have done us proud and have won laurels for the school and the country.

Our Report Card

2051

- 1 Recipient of the National Shield for outstanding performance in the SLC Examinations.
- 2 Recipient of the National Flag.
- 3 Cash Prize of Rs. 1,00,000/-



2052

- 1 Recipient of the Regional Shield for brilliant performance in the SLC Examinations.
- 2 Recipient of the National Flag.
- 3 Cash Prize of Rs. 50,000/-



2063

- 1 Recipient of the National Shield for outstanding performance in the SLC Examinations.
- 2 Recipient of the National Flag.
- 3 Cash Prize of Rs. 1,00,000/-



2064

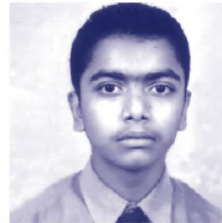
- 1 Recipient of the Regional Shield for brilliant performance in the SLC Examinations.
- 2 Recipient of the National Flag.
- 3 Cash Prize of Rs. 50,000/-



S.L.C.



In the SLC exams held in 2062 B.S., 13 students of this school found a place on the list of Top 20, published by the Ministry of Education and Sports, HMG, Nepal. The school was also awarded for the brilliant performance of its students. The 13 students who were honoured are:



The school's higher secondary wing offers courses in Science and Management. The school has been conducting the +2 courses since 1992. The +2 wing is, therefore, one of the oldest in the country.

The school boasts of an excellent faculty in the 10+2 program as well. The performance of students in the +2 exams speaks volumes about the excellent education provided by the school. Many students of the school have also topped the +2 exams conducted by the Higher Secondary Education Board.

The school offers special privileges to the students who appear for the SLC exams from the school. GPS students do not need to appear for Admission Tests in order to get admitted to the 10+2 program. They are also exempted from paying the Admission Fee.



Photo Gallery





*drawing in the
classroom*

Galaxy Education Foundation

Galaxy Education Foundation was established in 1995 with multiple objectives. Among its many aims, its primary aim is to sponsor underprivileged or meritorious students. It also plays an important role in the upliftment of the girl child. G.E.F. ensures free education to such children in Galaxy Public School.

G.E.F. also conducts training program in vocational subjects. These courses are mainly for those school level children who can not handle formal education.

Recently G.E.F. working on the revival of almost extinct dance forms of Nepal. It is trying to preserve the saintly of Nepalese folk culture. A lot of research work is being done on Gandharva Nepalese vocal music. 20 children belonging to the Gandharva tribe receive free education in Galaxy Public School. These children are encouraged to practise and propagate their kind of music. In this way G.E.F. is trying to stop the rich Nepalese culture from fading into oblivion.

Upliftment of the Girl Child

The emancipation of girls and women is one of the prime objectives of the school. This attempt for the upliftment of girls has been crowned with success. The school has launched various programs in many districts of Nepal in order to create a sense of awareness among women.

The school has organized women's football competitions in order to encourage the women to take part in games and sports.

There are quite a few young girls who receive free boarding, lodging and education in the school. They come from very remote places in Nepal.

Scholarships

Galaxy has launched various scholarship programs for the upliftment of the poor but meritorious students. Identifying talent and giving them a chance to shine in life has become one of the principles of Galaxy.

The school has been providing scholarships to underprivileged children for many years. A lot of students have benefitted under this program.

However this facility is not limited to poor students. Outstanding students from the higher secondary section have also benefitted under this program. Scholarships and grants are provided to deserving students every year and many students reap the benefit of it as per their merit.

The school acknowledges the merit of students every year on the annual day with various awards.

Scholarships are normally awarded to students of classes VI to XII.

The school provides financial assistance to needy girls from the remote districts of Nepal. They are given admission in schools of their choice.

Galaxy Former Students' Association (GFSA)

The ex-students of the school are able to maintain contact with their friends and classmates after passing out from the school through the Galaxy Former Students' Association. This Forum is an important segment of the school. It facilitates students to interact with issues in a mature perspective and exchange creative and positive ideas. This forum enables the school to keep track of the ex-students and know about their well being, their aspirations and achievements. Many of our students have scaled great heights in their chosen fields of education and occupation.

Services



The school provides excellent services in all its departments. It has a team of competent, experienced and dedicated personnel. Each member is an expert in his/her own field. The school provides the following services.

Books

Books for the new session can be bought from the school. The books prescribed by the school are published by different publishing houses. It is, therefore, sometimes difficult to get all the books at any particular shop. The school arranges the sale of all the books outside the school premises to save a lot of undue trouble to parents and guardians.

Uniforms

The school uniform is available near the school office. Parents are encouraged to buy school uniform from the school itself in order to ensure that the material, the design and the colour conform to the specifications approved by the school authorities. Tie, Belt, Badge & Monogram have to be purchased from the school office. School offers special package for boarders and day-scholars. Complete sets of uniform for students of all classes can be bought at a discounted price. Details can be obtained from Uniform Department.

Swimming

The school has its own swimming pool with instructors on duty at all time. This facility is for students of classes (1 - 9) only, on payment of Rs. 2000/- per season. Students have to purchase their own swimming out fit. Boarders are exempted from paying this charge.

Canteen

At the canteen, food is sold on a daily payment basis. Hot lunch is provided to the students on a monthly payment basis.

Payment is made in advance at the accounts section. There shall be no refund in case of a withdrawal in the middle of a month. Besides serving lunch, the canteen also serves cooked food such as noodles and snacks. Soft drinks, tea, coffee and packaged food items are also available in the canteen. The school ensures that all food items conform to acceptable standards.

Special Classes

The school provides tutorials after school. This is an optional services.

Telephone Service

The school has a modern tele-communication system manned 24 hours by competent technicians.

Photocopying and Typing

The school has one of the best photocopying machines in the country. A team of professionals handle the photocopying and typing departments.

Green Room

The school is proud to have a Green Room equipped with a diverse array of costumes and jewellery to meet the demand for all kinds of dance and drama.

Information Desk

The information desk is open 24 hours. All kinds of information relating to the school are provided from this desk.

Filtration Plant

The school provides safe drinking water to its students. It has installed a modern filtration plant within the school premises.

Generators

To ensure 24 hours power supply, the school has installed a powerful generator in the school.

Transport Service

The school has buses plying on different routes, covering the entire Kathmandu Valley.

Fee Rules



For Day Students

- Monthly charges include tuition fee and bus fee (optional) which are charged for 12 months.
- The annual charges are paid once in a year in lieu of the following facilities items and services provided by the school.

Stationery (Nursery - Upper KG.)

Exercise books (One - Ten)

Examinations

Newsletters

Excursions

Co-curricular activities

Computer applications

School Functions

Inter-house and inter-school competitions

For Residential Students

- Monthly charges include Tuition Fee and Boarding & Lodging Fee which are charged for 12 months.
- The annual charges are paid once in a year and the facilities provided to the residential students are as follows:

Stationery (Nursery - Upper KG.)

Exercise books (One - Ten)

Examinations

Newsletters

Excursions

Co-curricular activities

Computer applications

School Functions

Inter-house and inter-school competitions

Toiletries (Nursery - 3)

Games and entertainment

Bedding (Nursery - 6)

- Annual charges are paid only once a year. Every student is charged an Annual Fee at the beginning of an academic session in lieu of the services the school provides for the entire year. This fee is charged every year to meet the expenses for the services, maintenance and repairing for a period of one whole year.
- Admission Fee is paid at the time of Admission only. It is charged only once during a student's association with the school. This fee is charged to a new student at the time of admission and is non-refundable.
- All fees are charged for the full session.
- Residency fees is charged every month. This is charged for twelve months. All fees are payable in advance.
- Fees are to be paid in advance by the 10th of each month. Late fee is charged if fees are not paid in time.
- No reduction is made in any kind of fees for a short or extended absence.
- Any student wishing to join or withdraw in the middle of a session will have to pay the charges for the whole year.
- There shall be no refund of any fees at any circumstances.
- Parents wishing to withdraw their wards from the school bus facility during the year will have to pay the fees for the same for the whole year.
- Parents wishing to withdraw their wards from the school hostel in the middle of the session will have to pay the boarding and lodging fees for the whole session.
- There shall be no refund of any fees (Not even when a student is suspended or expelled from the school).
- In case a student is asked to leave in the middle of a session due to misconduct or any other reason, he/she will have to pay the charges for the full session.

Note

- Excursion charges mentioned here are for trips (maximum 3) inside the valley. Excursions outside Kathmandu Valley are optional and charges are not included here.
- The school provides bus facility to the students on request.
- Buses ply on definite routes. No alteration is made in the existing bus routes.
- Bus passes and Food Coupons should be collected from the Accounts office
- Parents are requested to retain the Fee card and the receipt issued to them. They might be required to them as a proof of payment in case the need arises.
- The Examination Fee includes, only the school examination fee.
- For solo performances in sports, music etc. the students are expected to bring their own equipment.
- For science /cooking/computer practicals, the students are expected to bring certain items from their homes. Items such as files, floppies, cooking ingredients needles, thread, wool should be brought by the students.
- The materials required for projects, exhibitions and fairs are to be brought by the students.
- During excursions, the students are expected to pay the Entry Fee wherever necessary. The school provides the manpower and transport.
- Students are charged for report card, fee card, calendar, I. D. card, diary & prospectus etc.

School Uniform

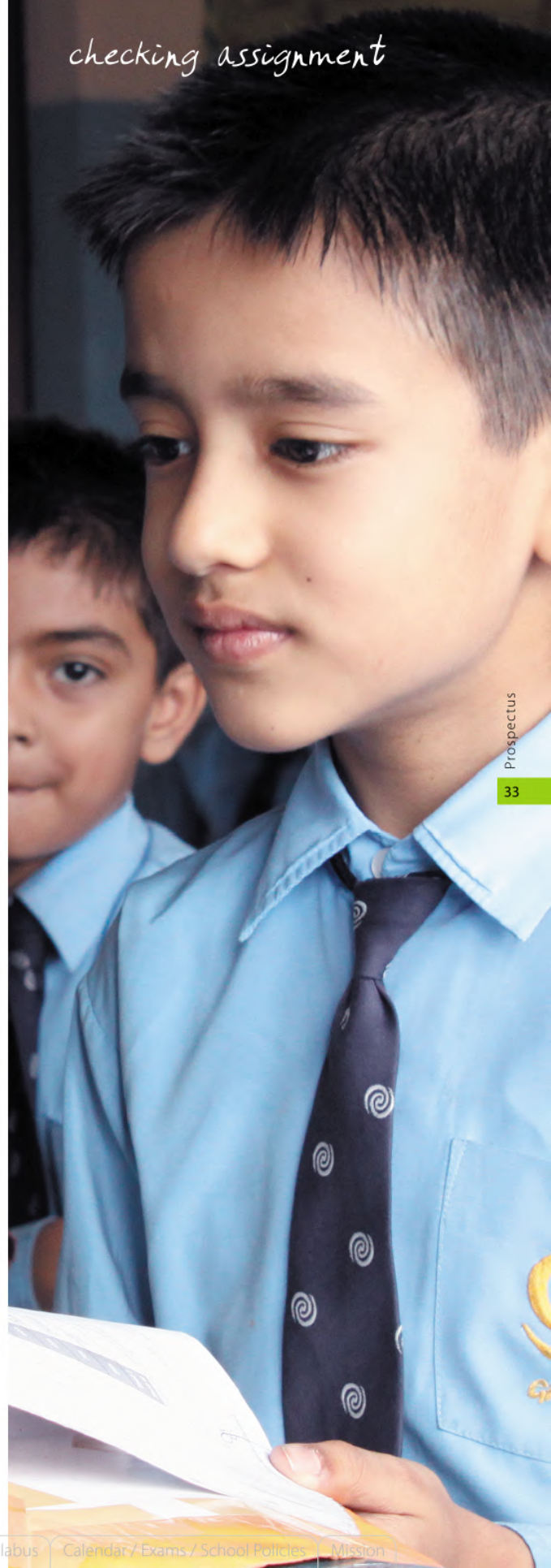


- Grey tunic for girls (Nursery - 3)
- Grey skirt for girls classes (4 - 6)
- Grey trousers for girls classes (7 - 12)
- Grey trousers for boys (Nursery - 12)
- Sky blue shirt: Full sleeves or half sleeves depending on the season.
- Sky blue ribbons for girls
- Grey pullover (V-neck with school monogram) Full sleeves or sleeveless depending on the season.
- Grey Socks
- Grey stockings for girls in winter only (Nursery - 6)
- Navy blue blazer with school monogram (Class 4-12)
- Navy blue jackets (Nursery - 3)
- School belt, badge & tie
- Grey scarf, grey cap and grey gloves in winter only
- Black leather shoes with laces for boys (flat shoes, not boots)
- Black leather ballerina shoes with straps for girls.

Note

- School tunic, skirt, trousers, etc. should be stitched in accordance with the design fixed by the school. School tie, belt, badge and monogram must be bought from the school only.
- Boys must have their hair cut short.
- Girls can wear their hair in plaits or have it cut short.
- Boys must wear white vests & girls must wear white chemise under the shirt.
- Hair should be clean, combed, oiled and free from lice.
- Nails must be cut regularly and kept short.
- No jewellery or make up of any kind is allowed to be worn in the school.
- School uniform should be washed regularly. It should be clean and ironed.
- Clothes that have become faded, old, shabby, worn-out and short should be replaced by new ones immediately. Shoes must be polished everyday.
- The tie, belt and school bag should be washed every week-end.
- Whenever students need to wear a cap, they should wear the Nepali Cap.
- On the sports day, students are required to wear white canvas shoes, white socks, white divided skirt or white shorts, house T-shirt.

checking assignment



General Rules for Residential Students

- Besides the above mentioned items, students are not allowed to bring any other item to the school without the prior permission of their hostel warden or matron.
- Parents are requested to send the complete set of uniforms and other items of clothing as mentioned in the prospectus. Every item of clothing should have a name tag stitched on to it. Where this is not possible, as in the case of shoes, the child's name should be written in indelible 'marker' ink.
- One set of school uniform has to be purchased from the school. This set will be used for special occasions only, where absolute uniformity in dress is a must, as in the case of inter-school competitions etc.
- Children are not allowed to wear clothes that are short, faded, worn out or shabby. Uniforms should be in very good condition or new.
- Parents can provide Rs. 20/- per month as pocket money to their wards. Any extra money found in any child's possession will be confiscated. Parents are therefore requested not to give the child any extra money or food.
- Parents are requested to note that they may visit their wards only on the visiting days mentioned in the calendar between 5:00 p.m. and 7:30 p.m.
- Students may go home on visiting days only between 5:00 p.m. & 7:30 p.m. Students going home on visiting days should return to school on the reporting days or on the day the school reopens before 7:00 a.m. Proper school uniform should be worn, both when going home & returning to the school. Children are not allowed to take home or bring to school, any clothes, when going home for weekends.
- Authorized Guardians of the child will only be allowed to visit the child or take him/her on holidays.
- Parents coming to collect their children for the weekend should :-
 - a. Collect their child's report card.
 - b. Pay the fees for the month (in advance).
 - c. Collect the programme for the following month.
- Parents who have any complaints, suggestions or recommendations to make regarding their children's health, the food in the school, their children's performance in studies or anything else, are free to meet the concerned teachers or the Principal and discuss their complaints or suggestions.

Admission Procedure

Admission is considered on a prescribed Registration form which is attached to this prospectus. The Official Application Form must be completed and registered by paying the registration fee. However, registration does not guarantee admission to school. Registration is followed by an Entrance Examination and an interview. Admission is granted on the basis of the results of these examinations and also on the number of vacancies in each class. Admission is made on the basis of entrance tests and interviews. The school reserves the right to admit or reject any application for admission without assigning any reason.

To be eligible for admission the child's age should be

2½ +	For Class Nursery (Prep. I)
3½ +	For Class Lower KG. (Prep. II)
4½ +	For Class Upper KG.
5½ +	For Class I and so on.

Students must have passed the class immediately below the one for which admission is sought. This, however, does not apply to those seeking admission to the Nursery class or (Prep. I)

Admission will be confirmed only after the selected child's fees and other charges have been paid within the stipulated time, and acknowledged.

For a child who has been to school previously and is attending this school for the first time, a transfer certificate from the previous school must be furnished before joining school.

Registration forms and the prospectus are available at the school office.

The school has also a provision for on-the-spot admission for the students of classes Nursery to 2. If a child fulfils the requirements of the school, the child can be admitted on the very day their parents/guardians fill up the Registration Form. Should the Admission Officer be preoccupied on a particular day, the child can be admitted on the day convenient to both the parents/guardians as well as the Admission Office.



Admission Procedure at a Glance

Step 1

Complete the registration form and attach photocopies of all relevant documents. Submit your application form to the Admissions Office within the stipulated date.

Step 2

Registration is followed by an Entrance Examination and an interview.

Step 3

The results of the admission tests are put up on the school notice board within 3 days from the date of Entrance Examination.

Step 4

Selected students must complete the admission formalities within 7 days from the publication of the results of the Entrance Examination.

Step 5

Pay admission fee, the annual charges, the school fee and other fees.

Note: In lower classes, admissions are sometimes taken in the middle of the session. This depends on vacancies, if any.

Syllabus for the Admission Test

- For nursery and lower KG (Prep. I & Prep. II) an interview of the child is taken.
- There is a written test and an interview for classes upper KG to eight.
- The written test is taken in the subjects mentioned below.
- Questions will be based on the standard of the class in which the child is presently studying.

Classes 1 - 9

English & Nepali (20 + 20 marks)

- essay
- comprehension;
- basic grammar
- construction of sentences
- question & answer
- vocabulary

Maths (20 marks)

- Addition
- subtraction
- multiplication
- simple problems
- tables
- simplification
- geometry
- arithmetic
- algebra

Science (15 marks)

Drawing & Colouring/Moral Science & G. K. (20 marks)

Interview (20 marks)

- reading
- appearance
- smartness
- spoken English
- discipline
- manner

Note

- The school prospectus and Registration Forms are issued from the month of Falgun (February).
- Admission tests are held in Chaitra (March).

smiling



The School Year and Calendar

The Academic Year for classes Nursery - 10 begins from 1st week of Baisakh (3rd week of April) and ends on 3rd week of Chaitra (2nd week of March.).

The session begins for classes 11 & 12 from 2nd week of Asad (1st week of July) and ends on 2nd week of Jestha (3rd week of June).

The school is open on all working days from 9:00 a.m. to 3:45 p.m. for Classes Nursery to 6 and that for Classes 7 to 12 is 8:00 a.m. to 2:45 p.m. The school is closed on all Saturdays.

Examinations

First Mid-Term Tests	: जेष्ठ (May – June)
First Terminal Examinations	: श्रावण (July – August)
Second Mid-Term Tests	: भाद्र (August – September)
Second Terminal Examinations	: मङ्सिर (November – December)
Third Mid-Term Tests	: पौष (December - January)
Third Terminal Examinations	: चैत्र (March – April)

Holidays

Dashain & Tihar Festivals	: आश्विन - कार्तिक (October)
Winter	: पौष - माघ (January)
Session Break (Classes Nursery–10)	: चैत्र (April)
Session Break (Classes 11 – 12)	: आषाढ (June – July)

Note

Details of examinations and other holidays can be obtained from the school calendar which is issued to the students when the school reopens.

Examinations

The school academic year is divided into three terms each consisting of 80 working days.

A weekly test is held at the end of every week. A test is conducted on any major subject. The syllabus for the test is only one or two chapters. This test is to ascertain whether a student can understand the lessons taught in class by the teachers

A mid-term exam is held in the middle of each term. Mid-term tests cover the lessons taught in 40 working days. They are held thrice a year and each exam is of 90 mins. In this round of exams, students are tested on all major subjects. These tests are to ascertain whether a student revises the lessons taught and works hard to achieve better grades.

A terminal examination is held at the end of each term. There are three rounds of terminal exams. Each exams carries 100 marks. These exams cover the lessons taught in 80 working days. These exams are conducted on all major subjects to ensure that the students can handle full-length examinations or board examination.

A full written report containing test results and examination results are given to the parents to inform about the student's progress and ability to keep up with the class.

All the examinations (except Nepali & Social Studies) are taken in English. A part from these, tests are conducted regularly in order to provide feedback for improving and correcting teaching methods. Besides short tests and terminal examinations, a regular assessment of a student's performance is made on a day-to-day basis.

Tests on subsidiary subjects such as handwriting, spellings, science & computer practicals, speaking & listening, arts & crafts etc. are taken before the tests on the major subjects.

A student is promoted to the immediately higher classes or is allowed to take the Board exams only if his/her performance is satisfactory in all the exams conducted in an academic session. Final result is prepared on the basis of the marks obtained in the mid-term tests, terminal exams, subsidiary and weekly tests.

School Policies

i. Attendance Policies

Students are not allowed to leave the school compound for any reason unless they have prior permission from the Head Teacher concerned. For special permission to leave school early due to medical appointments, written requests should reach the Head Teacher before the commencement of classes on a particular day.

Any student who is absent for more than 5% of the total number of working days in a Term may not be eligible to take the tests or exams for that term. These include excused as well as unexcused absences. Special provisions can be made for students with a prolonged illness. A medical certificate must be produced before the child returns to the school. Students must submit letters of absence to their Head Teacher before they resume their classes. The letters should clearly state the reason for absence.

If a student continues to be absent for more than a week without giving information to the Head Teacher, his/her name will be struck off the rolls, and the student has to be readmitted. The school will not arrange special tests or exams missed due to absence.

Irregular attendance, unjustified or unexplained absence and habitual late coming and objectionable behaviour of any kind may result in the removal of a boy/girl from the school.



adjusting eyepiece of the microscope



ii. Policies Regarding Assignments

- Students are expected to do homework which includes written and oral work. Homework serves three important purposes:
 - To reinforce and supplement skills taught in class.
 - To share a student's progress with parents.
 - To develop proper study habits for future growth.

Parents are requested to go through their children's diaries and ensure that they do their homework regularly.
- A student returning from an illness or absence must meet his or her teachers on the day he/she resumes school to find out how much has been covered in class during his/her absence. Students who remain absent are responsible for finding out the homework either from their teachers or other students in their class. A student must submit all assigned work immediately upon return. It is the student's/parent's responsibility not the teachers' to make sure that all missed work due to absence is completed.
- If an assignment is not submitted on time, the student will get zero for that assignment.
- Students should develop the habit of doing their homework regularly.
- There are 240 working days in an academic session which is divided into 6 terms each consisting of 40 working days.

The syllabus being vast, all the exercises at the end of every chapter cannot be done in class due to time limitations. A major part of every exercise is done in class. The rest is left to the students to complete at home. At home, the students are expected to learn, revise and practice the lessons and skills taught in class. Parent's/Guardians should supervise student's homework and ensure that the students complete the work assigned to them. For those parent's/guardians who are not able to do this due to various reasons, the school runs special classes after school. They are charged extra for these classes. Students who are weak in studies can also attend these classes.

iii. Academic Policies

1 Grading System

Grade	Percentage	Remarks
A	(91-100)	Excellent
B	(81 - 90)	Very good
C	(71 - 80)	Average
D	(61 - 70)	Pass (satisfactory)
F	Below 60	Unsatisfactory

Description of the Grading System

A

Grade A represents excellent progress and outstanding achievement. A student in this category appears to be functioning to full potential through acceptance of academic responsibility, has the ability to grasp and apply concepts, and to work independently. He/She possesses a positive and constructive attitude.

B

Grade B implies above-average progress and achievement. A student in this category demonstrates a keen interest in all subjects and grasps the subject matter with minimum assistance. He/She has a cooperative attitude and is helpful towards others..

C

Grade C implies satisfactory or average progress and achievement. A student in this category does the assigned work in time. He/She does not generally take an initiative to work on his/her own. This grade is obtained when a student shows an average level of interest in the subject matter, rarely participates in class discussions and does not put much effort in his/her work.

D

Grade D shows below-average progress and achievement. A student in this category habitually submits incomplete and shoddy work. He/She does not submit work on time. He/She has poor study habits and is either too aggressive or extremely passive. He/She requires frequent prodding by the teacher.

F

Grade F indicates unsatisfactory work and a lack of progress. A student who falls in this category is much below the level of the class. He/She is a prospective failure unless he/she puts in a lot of hard work.

Grades 'D' and 'F' clearly indicate unsatisfactory progress. Those who obtain these grades must try to better their performance. Otherwise they might be denied promotion.



2 Report Cards

Report cards are distributed at the end of each round of tests and exams.

At the end of the final term, a comprehensive report is prepared on the basis of a student's performance in all the exams conducted in the whole academic session. Students must pass in all subjects. The pass mark is 90% in each subject for classes (Nursery - UpperKG), 80% for classes (1 - 3), 70% for classes (4 - 6), 60% for classes (7 - 9) and 50% for classes (10- 12)

A comprehensive report card is issued to each student every month so that the parents get a complete picture of their child's performance at school. The report card reflects a child's performance in curricular, co-curricular activities. This is to help the parents to assess the capabilities of their wards and take necessary steps should they be required.

Parents are requested to analyze the performance of their children by going through their report cards. They should discuss the problems with their wards and provide them with additional help should it be necessary.



red house students during break time



3 Criteria For Promotion

The final decision for detention/promotion rests on one or all of the following criterias:

- If a student's performance in major subjects deteriorate.
- The effort made by a student to overcome his/her short- comings.
- Whether a student complies with the suggestion made by the teachers, head teacher and the principal.
- A students academic performance throughout the year.
- Conduct in school.
- Performance in co-curricular activities.
- Performance in Science, Maths & computer studies.
- If a student fails to obtain the pass percentage at the end of a session.
- Performance in Social Sciences.

Note

- Students failing for the second time in a row will be asked to withdraw themselves from the school.
- It is compulsory for all the students to appear for all tests and examinations.
- If a student is absent for any of the tests or examination, he/she will be marked absent for it and no re-test will be taken, whatever the reason for the absence.
- Students found cheating in exams, tests, homework or project work are given zero.

4 General Rules For Conduct & Discipline

Galaxy Public School reserves the right to take appropriate disciplinary action for activities considered detrimental to the welfare of the school.

The following are considered to be major breaches of school rules:

- Repeated violation of school rules.
- Vandalism or theft of school or personal property.
- Endangering the safety of others.
- Fighting, bullying, harassing or threatening a fellow student.
- Disregard for school or personal property. (Students have to pay a heavy fine if they cause damage to school property.)
- Smoking
- Cheating, lying, or other forms of unethical or immoral acts.
- Leaving the school compound without permission.
- Habitual late coming
- Absence from school without any information
- Causing a disruption or disturbance to the school environment
- Discourteous or disrespectful behaviour.
- Obscenity of any kind.
- Physical assault of any kind.
- Use of abusive or rude language.
- Dishonesty of any kind.
- Disobedience and disrespect towards teachers.

5 Bus Rules

Students should strictly adhere to the following rules:

- Talking loudly and making noise on the bus is prohibited.
- Leaning out and putting one's hand out of the window is not allowed.
- Eating is not allowed on the bus.
- When leaving or approaching the bus, students ought to look in both directions.
- They should be careful while boarding or alighting from the bus.
- Follow the direction of the teachers, bus monitors and drivers.
- Throwing objects out of the window is not allowed.
- All other general school rules apply.

Misbehaviour on the bus may lead to suspension of transportation privileges.

The school provides transport facilities only to those who opt for it. It is not mandatory to avail the bus services. The school tries its level best to cater to the needs of the children. However, it is unable to fulfill its commitments in circumstances beyond its control. In case of unforeseen circumstances like public demonstrations and severe traffic dislocation, parents should come to the school to collect their wards. They are requested to bear with the delays caused by break-downs or other mechanical problems.

The school will remain closed on days when there is a total bandh and there is no transport on the roads.

The school will remain open on days when there is a partial transport strike affecting public bus and minibus service only. On such days, parents/guardians are expected to make their own arrangement to bring their children to school and take them back after the classes are over.

fusing chemicals



6 Academic Ethics

If a school is to be a learning community that functions effectively, it must place its highest values on personal integrity and mutual trust. Without these, no real learning can take place. While we highly value patience and tolerance, we must become intolerant of those, who cannot be trusted and who do not value truth, for they can quickly destroy the spirit of the community and learning. It is because of this we take severe action in cases of dishonesty of any kind, but particularly in cases in which dishonesty invades the classroom. Cases of this kind are dealt with by the teacher and brought to the attention of the Principal.

7 Code of Conduct

Cheating can be defined as an act intended to deceive. It is not only dishonest and morally wrong but also gives a false impression of a student's progress and makes assessment of a student's work impossible.

For these reasons, cheating of any kind is not to be tolerated. The school believes that integrity is more important than academic excellence. It reserves the right to penalise students who use unfair means.

Students found cheating in exams, tests, homework are given the lowest grade. They are immediately sent to the principal and their parents are informed about this serious breach of academic integrity. A student may either be suspended or expelled from school if he/she is found using unfair means.

8 Expectations from Students

It is understood that when a student enrolls in our school, he/she and his/her parents agree to conform to its procedures and comply with its rules. Students are expected to

- be responsible for their own behaviour by being regular and punctual in attendance;
- maintain habits of personal cleanliness;
- show respect towards adults;
- display desirable attitudes and moral standards;
- make a sincere effort to learn;
- value the opinions of others;
- accept the duties of membership in a democratic group;
- contribute positively to the creation and maintenance of a climate that is conducive to learning;
- respect the rights of other students in the classroom;
- participate in school activities and maintain the decorum of the class;
- take care of school and personal property;
- cooperate with pupils who have been delegated responsibilities.
- attend school regularly, be obedient to adults and courteous in behaviour. They should be neatly dressed and should follow the rules and regulations of the school;
- speak in English in the school premises;
- wear proper school uniform. They should not wear jewellery or make up in school;
- complete their assignments, participate in classroom activities and perform to the best of their ability;

Students are expected to complete assignments, participate in classroom activities, and perform to their ability on a consistent basis.

9 Expectations from Parents

- Parents should ensure that their wards follow all school rules and regulations.
- They should make sure that their ward does the homework regularly. The school diary should be checked and signed every day.
- They should see to it that their wards read story books, newspapers, and learn their lessons.
- Parents are strictly forbidden to enter any classroom or meet any teacher during school hours without the permission from the school office. Parents are advised to meet the class teacher and subject teachers only on days report cards are distributed.
- They should meet the Head Teacher whenever there is a problem of any kind.
- They should come personally to collect their ward's Progress Report on the Report Card Distribution Days.
- They should respond promptly to complaint letters issued by the school authorities.
- They should pay all dues on time.
- They should ensure that all text books and exercise books are covered with brown paper, in good condition and brought to school according to the time table.
- If parents want their wards to participate in school functions, they should cooperate with the school authorities; and make arrangements to reach their wards to school and pick them up. As more time is required for practice, delays if any, should be borne with patience. It is also the moral duty of parents to see that their wards do not drop out at the last minute.
- Suggestions and voluntary services are always appreciated from the parents.
- Parents/Guardians must supervise their child's studies at home.

This should be done every day in order to avoid the pressure of revision immediately before the exams. It is practically impossible to revise all the lessons in class before every round examinations due to time constraints and the volume of the syllabus.



putting wt. on the scientific scale



10 Important Rules

- Parents are not permitted to enter into correspondence with other members of the staff.
- The Principal can, in the interest of the school, without assigning any reason can ask a parent to remove a boy/girl, at or previous to the end of the current term, should the boy's/girl's conduct, behaviour or influence, in the school's opinion, be in any way detrimental to the principles of the school or should he/she seem unable or unwilling to profit by the educational advantages the school offers.
- The school is at liberty to alter, add to or repeal any regulation in the prospectus/diary. However, the school shall inform parents/guardians of such changes.
- The school takes every precaution to ensure the safety of the children. However, the school will not be liable for any damages/charges/costs on account of accidents in school, or while on excursions or other activities.
- Parents who have any complaints, suggestions or recommendations to make are free to meet the Principal and discuss their complaints or suggestions.
- Interviews with the Principal should be arranged by letter, as it is frequently impossible for the Principal to interview parents who have not previously made any appointment to see her.
- The school reserves the right to suspend students whose progress in studies is unsatisfactory or whose conduct is harmful to other students.
- Parents and guardians of all students should contact the teachers on report card distribution days to note the progress of their wards.
- Students should get their Report Cards signed by their Parents/Guardians within two days of receipt of the Report Cards.
- The name, class and section of the pupil should be clearly marked on all the belongings of the students. Water bottles, blazers and jerseys should also bear the names of the student.
- A child who fails twice in the same class will not be permitted to continue his/her studies in the school.
- Late comers, uniform defaulters and children who do not do their homework regularly will be sent home.
- A student who uses unfair means during tests will be given zero in the subject and a warning letter. Repetition of the same will result in dismissal.
- Students will be fined if they lose or mutilate any book taken from library. In such cases the fine will be determined by the librarian and charged on the bill.
- Students may be expelled from school if they are found to be involved in unacceptable activities inside the school premises such as, smoking, possessing drugs or weapons, misbehaving with teachers, using unfair means in the exams, skipping classes etc.
- Parents must ensure that their children are given substantial tiffin before they come to school.
- The school provides the best possible attention to all the students. It takes every precaution to prevent accidents. However, if any accident does take place, the school cannot be held responsible for it.
- Students are strongly discouraged to miss classes immediately before or after long vacations e.g. Dashain/Tihar vacation and Winter vacation.
- This prospectus must be read carefully before completing the admission procedure. Submission of the duly filled admission form indicates a parent's/guardian's acceptance of school rules and policies. It shows a parent's/guardian's willingness to abide by the rules and regulations of the school.

Note: The Principal reserves the right to refuse admission and suspend or expel any student without assigning any reason.



Our Mission

- To provide education to the students.
- To unfold the inner potential of children.
- To make the child creative and innovative.
- To provide child-centric education.
- To develop the personality of a child.
- To popularize computer education and information technology.
- To enable children to use English for communication with the outside world.
- To provide equal opportunities to both the genders.
- To create an awareness among students about preservation of the environment & culture, the danger of drugs and the need for good health.
- To prepare children for complete living.
- To bring about qualitative improvement in education so that the standards achieved are adequate.
- To achieve excellence in academics.
- To establish a healthy relationship between the various agencies of education i.e. the School, the Family and the Society.
- To expand education facilities broadly on the basis of manpower needs.
- To provide value-based education to build up character.
- To provide education to help pupils acquire useful knowledge and culture.
- To prepare individuals for the society.
- To provide education in order to relate it to life, needs and aspirations of the country.
- To organize student-exchange programs for more interaction between students.
- To instill leadership qualities in students.



Prospectus

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