

Student's Profile



(for office use only)

Name (In capital Letters): _____

Grade & Div: _____ Aadhar Card No: _____

Samagra Id (Student) : _____ Samagra ID (Family): _____

Date of Birth (in figures): _____ Blood Group: _____ House: _____

Father's Name: _____

Occupation: _____

Mother's Name: _____

Occupation: _____

Siblings (if any): _____

Grade: _____ Division: _____

Residential Address: _____

Contact details: (Father) _____ (Mother) _____

Family Doctor's Name: _____

Contact Details: _____

Any Medical illness (if any): _____

(As per the board rules, minimum 75% attendance is compulsory for all the classes for the promotion to the next higher grade.)

Father's Signature

Mother's Signature

Guardian Signature
& Relationship

Student's Profile



(for office use only)

Name (In capital Letters): _____

Grade & Div: _____ Aadhar Card No: _____

Samagra Id (Student) : _____ Samagra ID (Family): _____

Date of Birth (in figures): _____ Blood Group: _____ House: _____

Father's Name: _____

Occupation: _____

Mother's Name: _____

Occupation: _____

Siblings (if any): _____

Grade: _____ Division: _____

Residential Address: _____

Contact details: (Father) _____ (Mother) _____

Family Doctor's Name: _____

Contact Details: _____

Any Medical illness (if any): _____

(As per the board rules, minimum 75% attendance is compulsory for all the classes for the promotion to the next higher grade.)

Father's Signature

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Guardian Signature
& Relationship

वन्दे मातरम् ।

वन्दे मातरम्....
सूजलाम् सुफलाम् मलयज् - शीतलाम्
शस्य श्यामलाम् मातरम्
वन्दे मातरम्
शुभ्र ज्योत्सनाम् पुलकित यामिनीम्
फुल्ल कुसूमित द्रमुदल शोभिनीम् ।
सुहासिनीम् सुमधुर - भषिणम्।
सुखदां वरदां मातरम्-
वन्दे मातरम्।

The National Anthem

जन गण मन अधिनायक जय हे
भारत भाग्य विधाता
पंजाब सिंध गुजरात मराठा
द्राविड उत्कल बंग
विंध्य हिमाचल यमुना गंगा
उच्छल जलधि तरंग
तव शुभ नामे जागे
तव शुभ आशीष मांगे
गाहे तव जय गाथा
जन गण मंगलदायक जय हे
भारत भाग्य विधाता
जय हे जय हे जय हे
जय जय जय जय हे ॥

THE PLEDGE

India is my country and
All Indians are my brothers and sisters.

I love my country and
I am proud of its rich and varied heritage.
I shall always strive to be worthy of it.
I shall give my parents, teachers
And all elders respect and
Treat everyone with courtesy.

To my country and my people,
I pledge my devotion.
In their well being and prosperity alone,
lies my happiness.

Morning Prayers

Dear God,
You are good and wise
I praise you when I rise.
Hear this prayer I send
Bless my family and my friends.
Help my eyes to see
All the good you send to me.
Help my ears to hear
Call for help from far and near.
Help my feet to go in the way that
You will show.
Help my hands to do
All things loving, kind, and true.
Guard me through this day
In all I do and all I say.

Afternoon Prayers

Dear God,
Thank you for the morning,
For watching over me and walking with me.
May I find rest and peace this afternoon in all I do,
That I may gather strength to work for
You until nightfall.

Prayer Before Break

Thank you god for the world so sweet,
Thank you god for the food we eat,
Thank you god for the birds that sing,
Thank you god for everything.



THE SCHOOL MANAGEMENT

Sr. No.	Name
1.	Shri Shiv Prasad Agrawal
2.	Shri Dinesh Sureka
3.	Shri Vijay Sureka
4.	Shri Ramnivas Mittal
5.	Shri Shriram Goyal
6.	Shri Mohan Lal Agrawal
7.	Shri Deepak Arya
8.	Shri Rajeev Nayan Ghuwalewala
9.	Shri Tej Kumar Tanted
10.	Shri Pawan Saraf
11.	Shri Deependra Singh Mehta
12.	Shri Mannulal Agrawal
13.	Shri Ghanshyam Das Ludhiyani
14.	Shri Kailash Chandra Agrawal
15.	Shri Kamal Kumar Ganwal (Ujjain)
16.	Shri Manubhai Shah
17.	Shri Omprakash Agrawal
18.	Shri Shankar Minda
19.	Shri Arjun Chawla

Our School - The ITMA Family

ITMA Vidya Niketan is a CBSE Affiliated co-educational English medium school, managed by the "Indore Tea Merchants Association. "The School aims at developing a child into a responsible democratic citizen respecting values and culture of our country. To achieve this we provide congenial and conducive atmosphere where a child imbibes the noble qualities of the three H's (Hand, Head and Heart).

Admission: School has classes from Nursery to class XII (Science and Commerce Stream) Computer Education is compulsory from class I to X (at minimum fee). For classes XI and XII it is optional. Admissions open from the month of February every year. Students are granted admission on the basis of assessment merit and vacancies available. The age for admission to Nursery is 3 to 3 ½ - years and for each higher class it goes on increasing by one year.

The admission criteria is as per the norms set by the CBSE (Central Board of Secondary Education Delhi)

1. Examination and promotion to the next higher class.

The examinations are conducted as per the norms given by the CBSE Delhi for classes I to XII.

(a) To appear in the annual examination a student must have minimum 75% and above attendance.

(b) Promotion to next higher class is on the basis of FA-I + SA-I, FA-II + SA-II / UT-1 + UT -2 + Terminal examinations. So the students are advised not to miss any of these.

(c) Nursery to Class IX: As per CBSE Rules.

(d) Class X and XII: Result will be declared by board.

(e) Class XI: The students should score 33% in each subject in aggregate as well as in annual examination separately. If a child fails in one subject, he/she will have to appear for compartment exam / repeat the academic year.

2. Facilities : The school provides enough facilities for the harmonious development of a child so that he/she may blossom into a person of strong character and balanced personality.

(a) Bus Facilities: The school owns brand new buses with CCTV and GPR System for transporting the students to and from the school at very affordable charges. The parents have to apply for the same on the prescribed form available in the school office. The students availing bus facility must continue till the end of the session.

(b) Library: The school has well stocked library having good magazines and periodicals. It enables the students to read refer and do research in different subjects

(c) Co-curricular Activities: School provides facilities for games like Cricket, Table Tennis, Karate, Yoga & Different Co-curricular activities like Drawing, Painting, Music, Dance, Art and Craft. To encourage students various inter House competitions are held regularly in the school as per pre-planned schedule.

(d) The school uses modern teaching methods and techniques for teaching. For this we have well equipped A.C. Computer laboratory.

(e) To give student practice in spoken English and other aspect Language - Lab has been established where students will learn English under the guidance of experienced teachers.

(g) Tours and Excursions: Students are regularly taken on educational tours and excursions.

(h) Medical: Chicken pox- The students will be allowed to attend the school only after 15 days, from the date of eruption. In mild cases, students will be allowed to rejoin the school after 10 days from the onset of the disease.

Measles: 7 days from the date of eruption

Mumps: 7 days from the date of infection or till the swelling has subsided.

Conjunctivitis: 3 days from the date of infection. In severe cases students will not be allowed to appear for the examination.

Academic Rules

Parents are requested to go through the school rules and the information contained in this diary and abide by these.

- 1) Do provide text books, stationary, uniform, shoes and other related items, in time, to their wards.
- 2) Send your wards regularly to the school and check the progress of their wards often. Parents should regularly check school diary of their ward. In case they wish to suggest some improvement in the school they should not hesitate to intimate the same.
- 3) Kindly inform the school if a child is allergic to a particular drug or any other thing, or has any medical or such problem that needs particular attention on to the child so that due care can be taken at the school.
- 4) Kindly sign the progress report card, the students diary or any letter sent to them and return it to the school in time.
- 5) Attend parents meetings regularly and cooperate with the school for better performance.
- 6) Avoid criticizing or passing comments on the school staff in presence of their wards.
- 7) Be polite, respectful and courteous to the school staff.
- 8) Student suffering from a contagious / infectious disease should not be sent to school unless declared fit to attend the school by a doctor. Medical Certificate needs to be submitted to the class teacher/ school office.
- 9) Ensure you go through their wards' diary and take timely precautions as requested by the teachers. They should encourage and help the students to study at home and complete homework.
- 10) In case of absence of the child from the school, parents are requested to send an written application along with the ward informing the reasons and circumstances for such absence.
- 11) All important information and notices will be sent to the parents through the students diary / ERP app / Parents whatsapp group/notice.

- 12) Grade VI & above students cannot wear colourful dresses on their birthdays. Grades Nursery to V- Can distribute a small chocolate to their classmates. Also, if parents wish to celebrate their ward's birthday in class by cutting a cake can do it with prior permission. The celebration can be done during their lunch breaks.
- 13) Our school teachers are forbidden to take tuitions of students of ourschool. Therefore, it is imperative that you may please not engage our teachers for giving tuition to your wards. A serious view will be taken if this request is overlooked.
- 14) All the information regarding fees and dues will be provided before admission & exams.
- 15) Please do not hand over cash, valuables or jewellery to your ward.
- 16) Parents are free to purchase the text books, stationery and uniform from any firm/store. Any uniform that does not comply to the school colour and pattern will not be permitted. A specimen of dress is displayed in the school.
- 16) Non-Sikh boys should have their beard trimmed at regular intervals.
- 17) Usage/bringing of any sharp instrument to the school is strictly prohibited.
- 18) It is compulsory for all children to converse in English as the CBSE syllabus stresses on the student competence to speak confidently and fluently in English. A student must speak in decent language all the time. He/ She must ensure that his speech is courteous and polite. No student should participate in any kind of rumour spreading and should refrain from speaking ill about others.
- 19) Any communication sent from the school is conveyed to the parents promptly. Parents must meet the teachers by prior appointment and with the permission of the Principal/ Vice Principal only.
- 20) Before leaving the class room at the end of the day student should arrange the desk and chairs in proper order, switch off the lights and fans, close the window, throw the waste paper and unwanted material in the dustbin and then leave the classroom.
- 21) Students are not allowed to wear any kind of ornaments in school, except a small earring for girls.
- 22) The Principal has the authority to cancel admission of a child and give transfer certificate to existing students on disciplinary charges.
- 23) Students will not be given half-day leave except in case of medical emergency.

- 24) Strictly follow the reporting time. If the students are coming late, the school gates will be closed and students will not be allowed to enter. (In such case, school will not be responsible for late comers.)

School Fees:

The school issues the challans for 4 terms. It is prerequisite to deposit fees on time as mentioned:-

- a) **Term I : Between 1 to 10 April**
- b) **Term II : Between 1 to 10 July**
- c) **Term III : Between 1 to 10 October**
- d) **Term IV : Between 1 to 10 January**

10% concession if entire amount is paid altogether.

Rs 250/- Late fee/ cheque bounce will be applicable in case fee is not deposited on time/ the cheque is bounced.

Bank Account Details for Online Payment

**ITMA Vidya Niketan
IDBI Bank,
Vijaynagar, Indore
Account No: 155104000057424
IFSC-IBKL0000155**

Please whats app screenshot of payment details to 9926000361 along with students name and class.

- 1) When you deposit fee directly in bank, you are required to submit the school copy of challan in school.
- 2) In case of NEFT, UPI challan with details to be submitted in school. In case not done child's name will be in defaulters list.
- 3) Thereafter a notice will be given and the students name will be stuck off the roll and a TC issued immediately. Cheques, bounced will invite legal action, it is therefore expected that cheque will be issued subject to having sufficient funds in the payers account.
- 4) For any amount which is refundable like caution money, you are required to produce the receipt, otherwise the deposit will be forfeited.

- 5) No students will be allowed to appear for the any examination unless he/ she has cleared the school dues up to date. The result will be issued only after the dues are cleared.
- 6) **Verbal request of any kind will not be accepted.**

Uniform Rules:

- 1) Wearing of uniform is compulsory for all the students, whenever they visit the school for any purpose.
- 2) They should ensure that their wards attend the school in well polished shoes, clean and well ironed uniform, tidy hair cut and trimmed nails and high standard of personal hygiene. All the students must come to school neatly dressed in proper uniform along with ID card.

Bus Rules:

- 1) Parents should come to drop and to pick their ward to bus stop on time.
- 2) In case of any misconduct by bus staff, parents should inform to school authorities.
- 3) Students need to display the bar code to the bus attendant to mark their attendance. If the child fails to do so he/ she will not be allowed to board the school bus.

Leave Rules:

- 1) Half day leave is not allowed except in case of medical emergency. In case of medical illness, parents are requested to provide us with medical certificate.
- 2) For any other leave, it should be sanctioned prior with application.

School Leaving Rules:

- 1) TC will be issued on written request of the parents after clearance of all the dues.

Acts of Indiscipline:

The following, in general, will be considered as acts of indiscipline. Any disagreeable act or violation of the school rules.

- 1) Misconduct on the campus, inside classrooms and the school bus.
- 2) Copying in tests/ examinations and tampering with examination records.

- 3) Late coming, absence from assembly.
- 4) Non-confirmity in the school uniform(dress) code.
- 5) Absenting from classes or activities.
- 6) Possession of objectionable items such as Mobile phones, Ear buds, print and non-print materials
- 7) Use of abusive/obscene words/language.
- 8) Theft.
- 9) Bullying other children, inflicting physical injury.
- 10) Disrespect to the national anthem, national/ local flags, local rules, regulations and customs.
- 11) Damage to school property. Replacement cost along with the fine of Rs.500 to 5000 will be imposed. Further disciplinary action may be also taken depending on the damage.
- 12) Any act that tarnishes the image of the school.

Library Rules & Regulations:

1. Books may be retained for a period not exceeding seven days by students.
2. Books may be renewed on request at the discretion of the library.
3. Unless the borrower points out the damage at the time of borrowing the book, he / she shall be required to replace the book or pay its price.

Undertaking:

I have read all the rules and regulations given in the student's diary carefully and assure to abide by it.

Father's Signature

Mother's Signature

Guardian Signature
& Relationship

Fees Chart : 2024-25

	Nursery	KG I & KG II	I-III	IV-V	VI-VIII	IX-X	XI-XII
Admission Fee	4500	4500	4500	7000	7500	10500	12500
Caution Money	1000	1000	1000	1000	1000	1000	1000
Total	5500	5500	5500	8000	8500	11500	13500
Bus Fee(optional)							

I - Term (1st April)

	Nursery	KG I & KG II	I-III	IV-V	VI-VIII	IX-X	XI-XII
Activity Fee	0	0	875	950	950	1000	1100
Tuition Fee	4700	4700	4700	5000	5100	6000	8000
Computer / Lab Fee	-	-	1500	2000	2000	2000	2000
Total	4700	4700	7075	7950	8050	9000	11100
Bus Fee(optional)							

II - Term (1st July)

	Nursery	KG I & KG II	I-III	IV-V	VI-VIII	IX-X	XI-XII
Activity Fee	0	0	875	950	950	1000	1100
Tuition Fee	4700	4700	4700	5000	5100	6000	8000
Computer / Lab Fee	-	-	1500	2000	2000	2000	2000
Total	4700	4700	7075	7950	8050	9000	11100
Bus Fee(optional)							

III - Term (1st October)

	Nursery	KG I & KG II	I-III	IV-V	VI-VIII	IX-X	XI-XII
Activity Fee	0	0	875	950	950	1000	1100
Tuition Fee	4700	4700	4700	5000	5100	6000	8000
Computer / Lab Fee	-	-	1500	2000	2000	2000	2000
Total	4700	4700	7075	7950	8050	9000	11100
Bus Fee(optional)							

IV - Term (1st January)

	Nursery	KG I & KG II	I-III	IV-V	VI-VIII	IX-X	XI-XII
Activity Fee	0	0	875	950	950	1000	1100
Tuition Fee	4700	4700	4700	5000	5100	6000	8000
Computer / Lab Fee	-	-	1500	2000	2000	2000	2000
Total	4700	4700	7075	7950	8050	9000	11100
New Admission Total (In Year)	24300	24300	33800	39800	40700	47500	57900
Regular (Old) Students Total (In year)	18800	18800	28300	31800	32200	36000	44400

BUS FEE (Optional)				
I st Term	3300	4500	6200	7700
II nd Term	3300	4500	6200	7700
Total Bus Fee	6600	9000	12400	15400

No Bus service and fees shall be extended for part year

Bus Fee I st Term 1 to 10 April

Bus Fee II nd Term 1 to 10 October

Apply for TC on/before 30th March otherwise fees mentioned above will be applicable.

Examination Schedule

Formative Assessment I- July

Grades I & II

Date	Day	Grades I & II
03/07/24	Wednesday	English Language
04/07/24	Thursday	Hindi
05/07/24	Friday	Math
06/07/24	Saturday	EVS
08/07/24	Monday	English Literature
09/07/24	Tuesday	Computers

Grades III, IV & V

Date	Day	Grades III, IV & V
03/07/24	Wednesday	English Language
04/07/24	Thursday	Hindi
05/07/24	Friday	Math
06/07/24	Saturday	Science
08/07/24	Monday	Social Studies
09/07/24	Tuesday	English Literature
10/07/24	Wednesday	Computers & Sanskrit (Grade V)

Grades VI to VIII

Date	Day	Grades VI, VII & VIII
03/07/24	Wednesday	English Language
04/07/24	Thursday	Hindi
05/07/24	Friday	Math
06/07/24	Saturday	Science
08/07/24	Monday	Social Studies
09/07/24	Tuesday	English Literature
10/07/24	Wednesday	Computers & Sanskrit

Grades IX & X

Date	Day	Grades IX & X
04/07/24	Thursday	English
05/07/24	Friday	Hindi
06/07/24	Saturday	Retail & Computers
08/07/24	Monday	Science
09/07/24	Tuesday	Social Studies
10/07/24	Wednesday	Math

Grades XI Science/Commerce

Date	Day	Grade XI Commerce	Grade XI Science
03/08/24	Saturday	English	English
05/08/24	Monday	Math	Math/ Biology
06/08/24	Tuesday	Accounts	Physics
07/08/24	Wednesday	P.E/ C.S	P.E/ C.S
08/08/24	Thursday	Economics	-
09/08/24	Friday	B. Studies	Chemistry

Grades XII Science/Commerce

Date	Day	Grade XII Commerce	Grade XII Science
04/07/24	Thursday	English	English
05/07/24	Friday	Math	Math/ Biology
06/07/24	Saturday	Accounts	Physics
08/07/24	Monday	P.E/ C.S	P.E/ C.S
09/07/24	Tuesday	Economics	-
10/07/24	Wednesday	B. Studies	Chemistry

Summative Assessment I- September Grades I & II

Date	Day	Grades I & II
13/09/24	Friday	G.K. & Value Education
14/09/24	Saturday	English Language
17/09/24	Tuesday	Hindi
19/09/24	Thursday	Math
20/09/24	Friday	EVS
21/09/24	Saturday	English Literature
23/09/24	Monday	Computers

Grades III, IV & V

Date	Day	Grades III, IV & V
12/09/24	Thursday	English Language
13/09/24	Friday	Hindi
14/09/24	Saturday	Math
17/09/24	Tuesday	Science
19/09/24	Thursday	Social Studies
20/09/24	Friday	English Literature
21/09/24	Saturday	Computers & Sanskrit (Grade V)
23/09/24	Monday	G.K. & Value Education

Grades VI to VIII

Date	Day	Grades VI, VII & VIII
12/09/24	Thursday	English Language
13/09/24	Friday	Hindi
14/09/24	Saturday	Math
17/09/24	Tuesday	Science
19/09/24	Thursday	Social Studies
20/09/24	Friday	English Literature
21/09/24	Saturday	Computers & Sanskrit
23/09/24	Monday	G.K. & Value Education

Grades IX & X

Date	Day	Grades IX & X
12/09/24	Thursday	Value Education
13/09/24	Friday	English
14/09/24	Saturday	Hindi
17/09/24	Tuesday	Math
19/09/24	Thursday	Science
20/09/24	Friday	Social Studies
21/09/24	Saturday	Retail & Computers

Grades XI

Date	Day	Grade XI Commerce	Grade XI Science
13/09/24	Friday	English	English
14/09/24	Saturday	Math	Math/ Biology
17/09/24	Tuesday	Accounts	Physics
19/09/24	Thursday	B. Studies	Chemistry
20/09/24	Friday	Economics	-
21/09/24	Saturday	P.E/ C.S	P.E/ C.S

Grades XII

Date	Day	Grade XII Commerce	Grade XII Science
13/09/24	Friday	English	English
14/09/24	Saturday	Math	Math/ Biology
17/09/24	Tuesday	Accounts	Physics
19/09/24	Thursday	B. Studies	Chemistry
20/09/24	Friday	Economics	-
21/09/24	Saturday	P.E/ C.S	P.E/ C.S

Periodic Assessment/ Unit Test II- October
Grades X

Date	Day	Grades X
21/10/24	Monday	English
22/10/24	Tuesday	Hindi
23/10/24	Wednesday	Math
24/10/24	Thursday	Science
25/10/24	Friday	Social Studies
26/10/24	Saturday	Retail & Computers

Grades XII Science/Commerce

Date	Day	Grade XII Commerce	Grade XII Science
21/10/24	Monday	English	English
22/10/24	Tuesday	Math	Math/ Biology
23/10/24	Wednesday	Accounts	Physics
24/10/24	Thursday	B. Studies	Chemistry
25/10/24	Friday	Economics	-
26/10/24	Saturday	P.E/ C.S	P.E/ C.S

Formative Assessment II / Pre Boards December Grades I & II

Date	Day	Grades I & II
16/12/24	Monday	English Language
17/12/24	Tuesday	Hindi
18/12/24	Wednesday	Math
19/12/24	Thursday	EVS
20/12/24	Friday	English Literature
21/12/24	Saturday	Computers

Grades III, IV & V

Date	Day	Grades III, IV & V
14/12/24	Saturday	English Language
16/12/24	Monday	Hindi
17/12/24	Tuesday	Math
18/12/24	Wednesday	Science
19/12/24	Thursday	Social Studies
20/12/24	Friday	English Literature
21/12/24	Saturday	Computers & Sanskrit (Grade V)

Grades VI to VIII

Date	Day	Grades VI, VII & VIII
14/12/24	Saturday	English Language
16/12/24	Monday	Hindi
17/12/24	Tuesday	Math
18/12/24	Wednesday	Science
19/12/24	Thursday	Social Studies
20/12/24	Friday	English Literature
21/12/24	Saturday	Computers & Sanskrit

Grades IX

Date	Day	Grades
16/12/24	Monday	English
17/12/24	Tuesday	Hindi
18/12/24	Wednesday	Retail & Computer
19/12/24	Thursday	Science
20/12/24	Friday	Social Studies
21/12/24	Saturday	Math

Grades X (Pre Boards) I

Date	Day	Grades
12/12/24	Thursday	English
14/12/24	Saturday	Hindi
16/12/24	Monday	Math
18/12/24	Wednesday	Science
20/12/24	Friday	Social Studies
21/12/24	Saturday	Retail

Grades XI Science/Commerce

Date	Day	Grade XI Commerce	Grade XI Science
16/12/24	Monday	English	English
17/12/24	Tuesday	Math	Math/ Biology
18/12/24	Wednesday	Accounts	Physics
19/12/24	Thursday	P.E/ C.S	P.E/ C.S
20/12/24	Friday	Economics	-
21/12/24	Saturday	B. Studies	Chemistry

Grade XII (Pre Boards I) Science/Commerce

Date	Day	Grade XII Commerce	Grade XII Science
12/12/24	Thursday	English	English
14/12/24	Saturday	Math	Math/ Biology
16/12/24	Monday	Accounts	Physics
18/12/24	Wednesday	P.E. / C.S.	P.E/ C.S
20/12/24	Friday	Economics	Chemistry
21/12/24	Saturday	B. Studies	-

Grades X (Pre Boards II January)

Date	Day	Grades
11/01/25	Saturday	English
13/01/25	Monday	Hindi
16/01/25	Thursday	Retail
18/01/25	Saturday	Science
20/01/25	Monday	Social Studies
21/01/25	Tuesday	Retail

Grade XII (Pre Boards II) Science/Commerce

Date	Day	Grade XII Commerce	Grade XII Science
11/01/25	Saturday	English	English
13/01/25	Monday	Math	Math/ Biology
16/01/25	Thursday	Accounts	Physics
18/01/25	Saturday	P.E. / C.S.	P.E/ C.S
20/01/25	Monday	Economics	Chemistry
21/01/25	Tuesday	B. Studies	-

Summative Assessment II- February

Grades I & II

Date	Day	Grades I & II
25/02/25	Tuesday	English Language
27/02/25	Thursday	Hindi
01/03/25	Saturday	Math
03/03/25	Monday	Computers
05/03/25	Wednesday	E.V.S.
07/03/25	Friday	English Literature
10/03/25	Monday	G.K& Value Education

Grades III, IV & V

Date	Day	Grades III, IV & V
25/02/25	Tuesday	English Language
27/02/25	Thursday	Hindi
01/03/25	Saturday	Math
03/03/25	Monday	Science
05/03/25	Wednesday	Computers & Sanskrit (Grade V)
07/03/25	Friday	English Literature
10/03/25	Monday	Social Studies
12/02/25	Wednesday	G.K. & Value Education

Grades VI to VIII

Date	Day	Grades VI, VII & VIII
25/02/25	Tuesday	English Language
27/02/25	Thursday	Hindi
01/03/25	Saturday	Math
03/03/25	Monday	Science
05/03/25	Wednesday	Social Studies
07/03/25	Friday	English Literature
10/03/25	Monday	Computers & Sanskrit/ French
12/03/25	Wednesday	G.K. & Value Education

Grade IX

Date	Day	Grade IX
25/02/25	Tuesday	English
27/02/25	Thursday	Hindi
01/03/25	Saturday	Retail
03/03/25	Monday	Science
05/03/25	Wednesday	Social Studies
07/03/25	Friday	Maths
10/03/25	Monday	Value Education
12/03/25	Wednesday	Computers

Grades XI Science/Commerce

Date	Day	Grade XI Commerce	Grade XI Science
25/02/25	Tuesday	English	English
27/02/25	Thursday	Math	Math/ Biology
01/03/25	Saturday	Accounts	Physics
03/03/25	Monday	P.E/ C.S	P.E/ C.S
05/03/25	Wednesday	Economics	-
07/03/25	Friday	B. Studies	Chemistry

PARENT TEACHER MEETING

Grades Nursery to XII

Month	Date	Roll Nos	Timings
		1 to 10	09:00 a.m to 10:00 a.m.
July	20/07/2024	11 to 20	10:00 a.m to 11:00 a.m.
		21 to 30	11:00 a.m to 12:00 noon
		31 to 40	12:00 noon to 1:00 p.m.
August	17/08/24 Only for XI	1 to 10 11 to 20 21 to 30	09:00 a.m to 10:00 a.m. 10:00 a.m to 11:00 a.m. 11:00 a.m to 12:00 noon
		1 to 10	09:00 a.m to 10:00 a.m.
October	05/10/24	11 to 20	10:00 a.m to 11:00 a.m.
		21 to 30	11:00 a.m to 12:00 noon
		31 to 40	12:00 noon to 1:00 p.m.
		1 to 10	9:00 a.m to 10:00 a.m.
January	04/01/25	11 to 20	10:00 a.m to 11:00 a.m.
		21 to 30	11:00 a.m to 12:00 noon
		31 to 40	12:00 noon to 1:00 p.m.
March	20/03/25		9:00 a.m to 12:00 noon

For the month of March parents will collect the report cards only. New Academic session will begin in the month of April. Dates and other details will be shared subsequently.

List of Celebration 2024-25

Month	Date	Day	Events
April	03/04/24	Wednesday	No Bag Day
	27/04/24	Saturday	No Bag Day / Pool Party
June	13/06/24	Thursday	Environment Day
	21/06/24	Friday	International Yoga Day
	29/06/24	Saturday	No Bag Day
July	07/07/24	Sunday	Foundation Day
	08/07/24	Monday	Founders Day
	20/07/24	Saturday	Investiture Ceremony & No Bag Day
	27/07/24	Saturday	Grandparents Day
August	15/08/24	Thursday	Independence Day
	17/08/24	Saturday	Raksha Bandhan & No Bag Day
	24/08/24	Saturday	Janmashtmi Celebration
September	05/09/24	Thursday	Teachers Day (Holiday for Pre Primary) Half day for I to XII & No Bag Day
	06/09/24	Friday	Ganesh Chaturthi
	14/09/24	Saturday	Hindi Diwas
October	09/10/24	Wednesday	Garba Celebration & No Bag Day
November	14/11/24	Thursday	Pyjama Party & No Bag Day
	23/11/24	Saturday	Annual Day
December	23/12/24	Monday	Christmas Celebration
January	06/01/25 to 10/01/25	Monday to Friday	Sports Week
	31/01/25	Friday	No Bag Day
February	01/02/25	Saturday	Basant Panchami & No Bag Day

Kindly Note: Competitions and Additional Pre-Primary activities will be informed a week prior. No bag day is applicable only for Grades Nursery to VIII.

Pre-Primary Activities 2024-25

Month	Date	Day	Celebration	Activities
April	03/04/24	Wednesday	First Day of School	
	27/04/24	Saturday	Pool Party / No Bag Day	
June	13/06/24	Thursday	Yellow Colour Day	Colouring in Sun/Mango
	21/06/24	Friday	Yoga Day	
	29/06/24	Saturday	No Bag Day	Thumb Painting
July	13/07/24	Saturday	Green Colour Day	Leaf Painting
	27/07/24	Saturday	Grand Parents Day	Ear Bud Dabbing
August	13/08/24	Tuesday	Fancy Dress Competition	Flag Making
	17/08/24	Saturday	Tie to Rakhi on the tree	
	24/08/24	Saturday	Janmashtami Celebration	
September	06/09/24	Friday	Red Colour Day No Bag Day	Paper Tearing
	14/09/24	Saturday	Hindi Day	
October	09/10/24	Wednesday	Garba Celebration	
			Diwali Celebration	
November	14/11/24	Thursday	Pyjama Party	
	23/11/24	Saturday	Annual Day	
January	13/01/25	Monday	Blue Day	Kite Making
	31/01/25	Friday	No Bag Day	
February	01/02/25	Saturday	Basant Panchmi No Bag Day	

List of Holidays 2024-25

Month	Date	Day	Events
April	11/04/24	Thursday	Eid- Ul- Fitr
	14/04/24	Sunday	Dr. Ambedkar Jayanti/ Baisakhi
	17/04/24	Wednesday	Ramnavami
	21/04/24	Sunday	Mahavir Jayanti
June	17/06/24	Monday	Eid- Al- Adha*
July	17/07/24	Wednesday	Moharram*
August	15/08/24	Thursday	Independence
	19/08/24	Monday	Raksha Bandhan
	26/08/24	Monday	Janmashtami
September	07/09/24	Saturday	Ganesh Chaturthi
	16/09/24	Monday	Milad-Un- Nabi
	18/09/23	Wednesday	Anant Chaturdashi
October	02/10/24	Wednesday	Mahatma Gandhi Jayanti
	10/10/24 to	Thursday to	Dussehra
	13/10/24	Sunday	
	17/10/24	Thursday	Valmiki Jayanti
	29/10/24 to	Tuesday to	Diwali Vacation
November	03/11/24	Sunday	
	15/11/24	Friday	Gurunanak Jayanti
December	24/12/24 to	Tuesday to	Winter Vacations
January	01/01/25	Wednesday	
	15/01/25	Wednesday	Makar Sankranti
	26/01/25	Sunday	Republic Day
February	12/02/25	Wednesday	Sant Ravidas Jayanti
	26/02/25	Wednesday	Mahashivratri
March	14/03/25	Friday	Holi
	19/03/25	Wednesday	Rang Panchami
April			Re-open

• Holiday dates are liable to change.

• Attendance is compulsory for master class.

ITMA Vidya Niketan APP- A SINGLE APP FOR ALL SCHOOL COMMUNICATIONS

ITMA Vidya Niketan app keeps parents updated about how their child performs in school thereby enabling them to view key information about the child's school activity.

The app is available for both iOS and Android platform and Parents can download it. Parents will be provided a login id from school for their Mobile Number. In case if there are any issues with login or accessing data after login, please contact School specifying the problem so it can be resolved.

Features & Benefits

Dashboard: ITMA Vidya Niketan app dashboard is a collection of widgets that will provide the parents with an overview of the reports and metrics they care about most. It will let them monitor many metrics at once so that they can quickly check the information about their child. The dashboard reflects a well-understood structure of the app that includes:

Attendance: Parents can keep a track about their child's attendance details, taken directly from school and updated on a daily basis.

Homework: Allows parents to view homework/assignment details provided by the teachers, anytime and anywhere.

Results: Parents will receive their children's school results at their fingertips. This application will provide results for each exam and subjects.

Circular: Helps parents to get instant alerts on any circular/notice from school and also complete archive thereof with the option of saving it.

Academic Calendar: Parents can view all school activities like shows, events, celebrations, meetings, field trips in calendar format, which helps to schedule planning effectively.

Remarks: Allows parents to see positive or negative remarks of their child in systematic format. The app keeps parents updated and provides easy access to their award's and school's achievements.

Fees: Parents can see the schedule of fee and if there are any fee dues to be paid. This helps them to avoid unnecessary fine amount.

Bus Route: Empower parents to view the default bus route for their ward and timing at each bus stop.

Notifications: Parents will receive push notifications which are simply a secure and reliable means for any communication between parents and school.

ADMIT CARD

Formative Assessment- I

Name of the Student : _____

has completed the work assigned during the Formative Assessment and is permitted to appear for the examination.

Class teacher's Signature: _____ School Stamp:

Half yearly/ Summative Assessment- I

Name of the Student: _____

has completed the work assigned during the Half yearly/ Summative Assessment and is permitted to appear for the examination.

Class teacher's Signature: _____ School Stamp:

Formative Assessment- II/ Periodic Test/ Unit Test

Name of the Student: _____

has completed the work assigned during the Formative Assessment and is permitted to appear for the examination.

Class teacher's Signature: _____ School Stamp:

Annual/ Summative Assessment- II

Name of the Student : _____

has completed the work assigned during the Annual/ Summative Assessment and is permitted to appear for the examination.

Class teacher's Signature: _____ School Stamp:

Pre Boards

Name of the Student : _____

has completed the work assigned during the Pre Boards and is permitted to appear for the examination.

Class teacher's Signature: _____ School Stamp:

Periodic Test/ Unit Test

Name of the Student : _____

has completed the work assigned during the Formative Assessment and is permitted to appear for the examination.

Class teacher's Signature: _____ School Stamp:

ITMA Vidya Niketan



No Dues Form

Date : _____

This is to certify that Master/Ms. _____

Class _____ has no dues in the following departments.

	Name of the teacher incharge	Signature
1. Library : _____		
2. Accounts : _____		
3. Sports : _____		

Class Teacher's : _____

Principal's Signature : _____

APPLICATION FOR SCHOOL LEAVING / TRANSFER CERTIFICATE

To,
The Principal
ITMA Vidya Niketan,
Indore M.P.

Respected Ma'am /Sir,

Please furnish me with the School Leaving Certificate of my ward. The necessary details are given below.

Student's Name : _____ Surname : _____

Class in which studying : _____ Section : _____ Scholar No. _____

Father's Name : _____ Mother's Name : _____

Address : _____ Ph. No.: _____

Date of Admission (Enclose fee receipt of Caution Money & Admission) :

Reason for leaving : _____

Caution Money Cheque to be issued in the Name of : _____

Date: _____ Place: _____

Parent's Signature : _____

FOR OFFICE USE ONLY

1. All dues have been paid : Yes/No/Balance :

2. All books returned : Yes/No

The School leaving / transfer Certificate may be issued : Yes/No

Principal's Signature : _____

Note : T.C. will be issued after a period of 10 days on receipt of application for T.C. in case of getting it countersigned by any other authority, it may take upto 15 days.

CONSENT LETTER

To,
The Principal,
ITMA Vidya Niketan
Indore

Subject : Consent to send the ward to a camp/ picnic/ tour
Dear Ma'am / Sir,

I would like to send my son/ daughter to camp/ picnic/ tour to
organised by the school on/ from
to.

I understand and agree that the organisers will do their best for the safe &
smooth conduct of the camp/ tour, still in case of any unnatural
happening, I will not hold the school responsible.

Students's Name: Grade & Div:

Parent's Name: Signature:

Mobile No: Date:

CONSENT LETTER

**To,
The Principal,
ITMA Vidya Niketan
Indore**

Subject : Consent to send the ward to a camp/ picnic/ tour
Dear Ma'am / Sir,

I would like to send my son/ daughter to camp/ picnic/ tour to _____ organised by the school on/ from _____ to _____.

I understand and agree that the organisers will do their best for the safe & smooth conduct of the camp/ tour, still in case of any unnatural happening, I will not hold the school responsible.

Students's Name: _____ Grade & Div: _____

Parent's Name: _____ Signature: _____

Mobile No: _____ Date: _____

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