

THE SCHOOL & its IDEALS

Mar Baselios Ocean Star Public school established in the year 2001 was founded over by Rev.Fr.Johnson Karoor with the blessings of His Beatitude Moran Mor Cyril Baselios Catholicos, the late Major Archbishop Catholicos of the Major Archdiocese of Trivandrum. It started as a Pre-school and was gradually upgraded as Lower primary, Upper primary and High School and adopted the CBSE syllabus. Within a few years the school got recognition among the people for its sincerity in service and excellence in quality education. In 2012 the school was accredited with CBSE affiliation due to the strenuous attempt made by Rev.Fr.Varghese Kizhakkekara .The classes are run by a team of professionally trained and dedicated teachers. The school has been rendering praise worthy service to the society. This is the year of refinement and revitalization of the course of its voyage. The school situated near St.Mary's MSC Church at Chirattakonam, 2.5 Km from Valakom, is owned and managed by the Malankara Catholic Educational Society of the Major Archdiocese of Trivandrum. One of the primary apostolate of the Archdiocese is its service in the field of Education. For the last 86 years the society has been rendering excellent service in providing quality education to thousands of students across the nation inspired by the great love of God based on fundamental human values emphasizing on intellectual, physical, moral and spiritual growth of the children and making them self-reliant, to become the ideal citizens of the country. The educational programme of the Major Archdiocese of Trivandrum is guided by the universal values and principles of the Gospel.

Patron

His Beatitude Moran Mor Baselios Cardinal Cleemis Catholicos, the Head of the Malankara Syrian Catholic, is our patron. His Excellency Dr. Samuel Mar Ireneos, the Auxiliary Bishop of the Major Archdiocese guides us as the co-patron of the institution.

Objectives:

Music flows from the flute when the wooden rod is properly carved and put embouchure. Education is the development of the potentials in the child. The talents innate in a child are precious gifts of God and are to be used for the good of the mankind. Keeping this in view MBOS Public School tries its best to develop the child academically, aesthetically and spiritually; thus ensuring the integrated growth of the child. Its educational goals have always been something more than the ordinary or mediocre. It has always tried to reach out to all irrespective of caste, colour and creed, without compromising on quality, values and excellence. The school has taken utmost care to mould a generation which respects elder, shows veneration and fidelity to values and has fellow feeling. The School requests the parents and students to share and cooperate with its aims and objectives.

Motto

Build the Nation is our motto which is envisaged through an excellence in education.

Mission

By these years the school will transform the students as educationally competent, morally sound and socially committed persons by providing a vibrant learning ambience.

Courses Offered

The School prepares the students for the CBSE (Central Board of Secondary Education) Examination from LKG to Standard X. The medium of instruction is English. Students are expected to speak English within the school campus. Malayalam and Hindi are compulsory languages from standards I to VIII. In Standards IX and X the students can choose either Malayalam or Hindi. The school follows NCERT Text book.

Co-curricular Activities

In order to enable the students to achieve the integration of education and cultural values with a true philosophy of the life, the school provides activities through the Literary Association, Science Club, Audiovisual theatre, Quiz, Arts, sports, Games, Study Tours, computer Activities, Dance, Instrumental and Vocal Music, Public Speaking, Leadership Camps, Yoga Practice, Martial Arts, Mass PT, Magazines, News Letters, Bulletin Boards etc.

ADMISSION & WITHDRAWALS

a) Admission to the LKG class of the succeeding Academic year is given in January of every year. Application forms and prospectus are issued from the school office in November.

b) The minimum age for admission to Pre-KG class is 3 and to standard 1 is 6 years as on the 31st of May of the year in which admission is sought. The age limit varies correspondingly for admission to other standards. Relaxation to age limit will not be granted.

c) Admission to all classes other than LKG is strictly restricted to the number of vacancies arising in each class every year and a selection test will be conducted on a date announced at the end of every Academic year.

d) Students seeking admission from other States or Countries should produce Transfer Certificates counter signed by competent educational authorities/embassies of the countries concerned.

Withdrawals

- a) Advance application signed by the parent or guardian is requested for withdrawing a student from the school.
- b) If a pupil is admitted to or withdrawn from the school in the middle of a Term, tuition fee for the whole term should be paid.
- c) Transfer certificate will be issued only after all dues are cleared and all the books borrowed from the library are returned.
- d) The Principal may ask a parent/guardian to withdraw a child, if the child does not comply with the discipline of the school or is incapable of coping up with the curriculum.

EXAMINATIONS & PROMOTIONS

The CBSE scheme of assessment is three dimensional. Students' performance will be assessed in Scholastic, Co-scholastic and ample opportunities to the students for co-curricular/Disiplinary aspects. Instead of formative assessment the Board has introduced Internal/Periodic Assessment (PA) of 20 marks along with a Written Examination of 80 marks. The students will be assessed in Art Education, Work Education, Health and Physical education as a part of Co-scholastic Assessment. Attendance, sincerity, behaviour and values are assessed as part of Discipline. A student is eligible to appear in the Annual/ Board Examination if he/she has 75% attendance. Parents are advised to watch the progress of their children very closely, consult the teachers and take advice whenever necessary.

1. Scholastic Area (Total of 100 marks): There will be three terminal examinations and an Annual or Board Examination in a year, other than the unit tests. After every Term examinations progress reports will be issued to students in the presence of parents by the concerned class teachers.

- a) **Written Board Examination:** Students have to secure at least 33% marks out of 80 marks in each subject. A written examination for 2-3 hrs will be conducted for 80 marks in each subject covering 100% syllabus of the subject of respective classes. Marks and Grades both will be awarded for individual subjects. 9-point grading will be followed same as previous years.
- b) **Periodic Assessment:** Students have to secure at least 33% marks out of overall 20 marks enmarked in each subject. 10 marks of it will be allotted for the periodic tests, 5 marks for notebook submission and 5 marks for subject enrichment Activities. The internal assessment comprising 20 marks entails objectivity and a structured approach. The teachers are expected to make it an effective tool.

i) Periodic Tests: The school conducts periodic written tests and the average of best two will be taken. Three tests will be held as being Pre mid-term, Mid-term and Post mid-term with portion of syllabus cumulatively covered. The gradual increasing portion of content would prepare students to acquire confidence for appearing the Board examination with 100% syllabus. The school will take the average of the best two tests for final mark submission.

ii) Notebook Submission: As a part of internal assessment it is aimed at enhancing seriousness of students towards preparing notes for the topics being taught in the classroom as well as assignments. This also addresses the critical aspect of regularity, punctuality, neatness and up-keeping of notebooks.

iii) Subject Enrichment Activities: These are subject specific application activities aimed at the enrichment of understanding and skill development. These activities are to be recorded internally by the respective subject teachers.

For Languages: Activities conducted for enrichment in languages should aim at equipping the learner to develop effective speaking and listening skills.

For Subjects: The listed laboratory /practical works or activities, map and project works as prescribed by the CBSE.

2. Co- scholastic Area: Co- curricular activities will be graded on a 5-point grading scale (A- E) by the concerned teachers and will have no descriptive indicators. No up-scaling of grades will be done.

i) Work Education: is a distinct curricular area for the students for participating in social, economic and welfare activities. Through these skill- based activities students get a sense of community and develop self-reliance.

ii) Art Education: constitutes an important area of curricular activity for the integral development of the personality of the students. Students will select one or more forms of creative arts; visual and performing.

iii) Health & Physical Education: A regular period is given for P.E. Indigenous sports, martial arts and yoga are encouraged for creating a sense of physical fitness, discipline, sportsmanship, patriotism, self-sacrifice and health care.

3. Discipline: It significantly impacts career shaping and helps building character. Attention, Sincerity, Good behavior and values develop strength and foster unity and co-operation. Class teacher will be responsible for grading the students on a 5-point scale (A- E).

Documentation: Records pertaining to the internal assessment of the students will be maintained for a period of 3 months from the date of declaration of the result. If any those involving grievances may however be retained beyond three months.

GRADE POINTS SCHOLASTIC

Mark Range	Grade
91 - 100	
81 - 90	
71 - 80	
61 - 70	
51 - 60	
41 - 50	
33 - 40	
32 & below	ailed)

Promotion

- a) Promotion to a higher class is based on a student's performance in the various assessments conducted during the year.
- b) Results are published at the end of every academic year. Requests for review of the results will not be entertained.
- c) Results will be withheld if there are any fee dues.
- d) The promotion list will be put on the school notice board .Results will not be communicated to the parents or students by any other means.
- e) Students who fail to score 40% average in each subject will not be permitted to continue studies in the School.
- f) Promoted students can collect the text books for the new academic year by May of every year.

CERTIFICATES

Parents who require various certificates like character and conduct certificate, date of birth certificate, identification certificate, transfer certificate etc must give an application a week in advance.

LEAVE OF ABSENCE

- a) Students should try not to be absent from the school for any purpose other than illness.
- b) For unavoidable reasons parents are required to make a prior application for leave whenever possible. A brief record of leave of absence duly signed by the parent should be maintained in the diary on the page provided for the same.
- c) If a student is absent for 3 or more days without prior notice, the Principal has to be met personally and permission obtained for rejoining.
- d) If a student is absent without permission for more than a couple of weeks his/her name shall be removed from the register. To rejoin, re-admission procedure will have to be followed.
- e) In case of long absence due to illness, kindly attach medical certificate with the application. No leave of absence will be granted for monthly or terminal examination. Separate tests will not be conducted for students who absent themselves.

UNIFORM & ATTIRE

- a) The school uniform is to be worn on all working days including Saturdays and during special classes. However students can put on simple and modest casual wear on their birthdays, but no objectionable inscriptions or graphics should be displayed on the clothing.

Low-waist & Pencil cut pants and such other style are strictly prohibited.

- b) On Wednesday all students are to wear House uniform, Black shoes & Socks.
- c) Keep your footwear well polished and clean.
- d) Girls with long hair shall be braided or tied up neatly in a pony tail and pinned with hairbow. Boys should maintain short and trimmed hair and nails cut. No fashionable hair styles and permitted.

e) Do not wear jewellery of any kind to school; except for ear studs.

f) KG Section

Boys: Lavender Shorts with half sleeved check Shirt having emblem stitched on left chest, Black Shoes and Lavender Socks and Lavender and White Striped Tie and Belt.

Girls: Lavender Pinafore with check Shirt having emblem stitched on left arm, Black Shoes and Lavender Socks, White Bow, Lavender and White Striped Tie and Belt.

STD I – IV

Boys: Deep Blue Shorts with half sleeved striped shirt having emblem stitched on left chest, Black Shoes with Blue Socks and Deep blue and White Striped Tie and Belt.

Girls: Deep Blue Shorts with Puffed striped shirt having emblem stitched on left Chest. Black Shoes with Blue Socks and, and Deep blue and White Striped Belt.

Std V - X

Boys: Deep Blue Shorts with half sleeved striped shirt having emblem stitched on left chest, Black Shoes with Blue Socks and Deep blue and White Striped Tie and Belt.

Girls: Deep Blue Ladies Pants and Sleeved (3/4th) Nehru collared striped shirt with a deep blue Over-coat having emblem stitched on left chest, Blue Socks with Lady's Black Shoes. Stitching style must be in the prescribed manner.

LIBRARY

1. All the staff and the students are directed to avail themselves of the library facilities in the school.
2. Students may borrow only one book at a time and return it after a week and it can be renewed for another week.
3. Books can be issued/returned during the library periods.
4. If book lost or damaged or defaced, a fine up to double the cost of the book will be levied.
5. Reference books shall not be taken out of the library.
6. Library books are to be returned before the last working day of February.

PARENT- TEACHER ASSOCIATION

The Parent- Teacher Association (PTA) of the school is very strong and active in supporting the academic and the total development of the students. Class wise open PTA meetings are organized timely, which will be informed through SMS or Hand Book, to evaluate the academic performance of the students. It is highly necessary to have a healthy and constant relationship between the school and the parents. Kindly avoid meeting the teachers directly without the permission of the principal.

DISCIPLINE

a) Discipline is an integral part of the learning process. For this a student has to learn self-control of his emotions and impulses. He must learn to live harmony with others by respecting the customs and traditions of others and society, by keeping the laws of the country and by obeying the commandments of God.

b) Order must be the hall-mark of our school. For this an atmosphere of silence must be maintained by everyone during working hours in class-rooms, staff-rooms and office. Thus everyone should contribute to maintain an excellence of standards in everything.

c) The school insists on punctuality, regular attendance, good manners, cleanliness and devotion to study. Above all a student must be courteous to superiors and fellow students.

d) Class timings are from 9:15 am to 3:15 pm. Pupils must be in their classrooms by the first bell at 9:10 am. Early comers are expected to sit in their respective classroom preparing their lessons in silence.

e) Please note that the school gates will be closed at 9:15 am .Whoever wants to enter the campus after that should take permission from the Principal. Disciplinary action will be taken against regular late comers.

f) Every student shall bring the Text books and note books required for the classes neatly covered and labeled. No News papers, periodicals or pictures shall be brought to school.

g) All assignments shall be regularly done and submitted in time. Parents/Guardians are requested to read the REMARK sections of the school Diary of their ward every day.

h) No child may be taken away during school hours without the permission of the Principal/ Vice principal and the presence of their parents/ guardian and shall also sign in the Movement Register.

i) Every student is required to maintain the school premises clean and tidy. Waste paper/ plastics and other waste materials should be deposited in the bins provided for the purposes. Defacing or damaging of school property may result in disciplinary action and making good of the cost.

j) Pupils are responsible for the safe custody of their books and other belongings. No valuable articles or money should be brought to school. Dangerous objects are banned and bringing them to school will result in expulsion.

k) The school will not be responsible for the loss of any articles.

l) Students must move along the corridors and veranda in absolute silence and in an orderly manner. While moving to classes or halls, they are to keep left and move in a line.

m) Students who remain in their class rooms during intervals are not allowed to play inside. They are not allowed to play in the corridors or in the School yards during intervals.

n) In the absence of a teacher, it is the Class Leader's responsibility to keep order in the class. Strict silence should be observed inside the class during such times for it is a sacred place.

o) If a teacher has not come to the class within 3 minutes after the bell given for the period, the class leader should inform the matter to the Vice principal.

p) Students are expected to converse only in English while they are in the School campus.

q) If any student is found sick or wounded, the matter should be immediately reported to any of the teachers for immediate attention.

r) All students are expected to strictly follow the instructions given by the class teacher through the class leader.

s) Students travelling by school buses should queue up when they board the buses.

t) Students are not allowed to wear gold or silver ornaments at school. Electronic equipments like mobile phones, mp3 players, memory cards, camera etc. shall not be brought to school, violation of which will be taken seriously, including imposing a huge fine. u) Misbehaviour in the bus, violence in school, participation in unhealthy groups are considered as major disciplinary violation. Reports of Violence in any form in or out of the school shall result in rustication of the pupil concerned.

v) The school will not be responsible at any means for the use of motor vehicles by the students.

w) Students should never forget to wish 'Good morning/Good afternoon/ Good evening' as they may meet the teachers and other respectable persons and elders. Students should speak honestly and frankly and never be shy but cheerful always, and show signs of good manners, courtesy and culture in conversation saying 'thank you, please, yes teacher, etc'. Students shall not scream or howl in the school.

x) Students as well as parents are expected to speak and behave courteously at all time to the teaching and non teaching staffs.

y) Indulging in physical violence or use of offensive language /Gestures will be viewed very seriously and appropriate action will be taken.

z) Rule of touch should be compulsorily observed in the school campus.