

ST. XAVIER'S SCHOOL, JAWALAKHEL

SCHOOL DIARY

2024 - 2025

LIVE for GOD



LEAD for NEPAL

THEME OF THE YEAR

Strive to Thrive

Post Box 50, Kathmandu, Nepal

Phone : 5421050, 5421150

E-mail: stxavierjawalakhel@stx.edu.np

Web: www.stx.edu.np

Notice Board: 161801-5521050

This diary is to be kept neat and brought to class DAILY. Any irregularities are to be reported immediately to the School Administration.

Name _____

Class _____ Section _____ Roll No. _____ House _____

Class Teacher _____

School Hours
Sunday - Friday
8:30 a.m. - 3:30 p.m.

School Office Hours
Sunday - Friday
8:30 a.m. - 3:30 p.m.

Accounts Section Hours

School Days

8:30 a.m - 01:30 p.m.

Bills are ordinarily prepared for every two months of the English month. Parents are asked to make payment of the bills before the specified deadline.

Payment may be made to any of the branches of ***Himalayan Bank Ltd., Nepal SBI Bank Ltd. or eSewa/Khalti.***

Students whose fees are not cleared will not be allowed to take their final examinations.

The Guarantee Deposit is refundable only when the students leave the school and after all their dues are paid. In order to receive the Guarantee Deposit, the students must produce their I.D. Card.

Office Hours of the Principal

On all class days

from 9:15 a.m. - 10:15 a.m.

At other times

by

appointment only.

No school business will be transacted on holidays.

St. Xavier's School Original Crest



St. Xavier's School's original crest was developed and built by Fr James J. Dressman, S. J. and Fr Ed Niesen, S. J. It represents the whole meaning of the Jesuit enterprise in Nepal.

The White "X" : It represents St. Francis Xavier the patron of the school.

The Himalayas: It represents the source and supply of water, the greatest natural resource of the country, to the fertile fields of Nepal; it carries the symbolism of fertility, both natural and intellectual.

The sun with IHS in it: It is the official seal of the Society of Jesus, a worldwide male Catholic Religious Order running the school.

IHS : It is the monogram for Jesus which is placed inside the Jesuit Sun.

The fountain: It represents Godavari fountain, water sprouting from lotus, a symbolism of knowledge and purity. Representing the 1st Jesuit School in Nepal.

Lamp of Knowledge: It symbolizes not just knowledge but wisdom. It also means that wisdom and knowledge are to be used to light up the lives of others.

Live for God: This phrase signifies one's relationship with God and one's need to be connected to the Almighty. Our life is a gift from God and we must live in such a way that it is pleasing to God. It calls each Xavierian to be spiritual in all that he/she does.

Lead for Nepal: This phrase signifies one's responsibility towards the nation and the call to be its true citizen. Each Xavierian is expected to be an example of a true citizen and to be a leader for the welfare of the nation.

(The School Motto '**Live for God, Lead for Nepal**' was created by Mr. Chiranjeevi Karki in 1964. He was in class seven then.)

Vision

Inspired by the vision of St. Ignatius of Loyola and the inspirational documents of the Society of Jesus we aim at creating a just world by educating our students to be Conscientious, Competent, Committed and Compassionate individuals who are people for and with others.

Mission Statement

We of St. Xavier's School Jawalakhel / are a community of persons / who devote ourselves / to the education and personal formation / of our students / their parents and each other. We aim at educational excellence / spiritual growth and social justice / for the active service of God / Nepal and the human community.

School Motto

LIVE FOR GOD, LEAD FOR NEPAL

THEME OF THE YEAR

"Strive to thrive"

STUDENT'S DETAILS

(to be filled and signed by the students & parents/ guardian)

Student's Name _____

Roll No. _____ Class _____ Sec _____ House _____

Current Address _____

Father's Name _____

Occupation _____

Mobile Tel. No. _____ Res. Tel. No. _____

E-mail _____

Name of Office _____

Address _____ Off. Tel. No. _____

Is the student's father an Alumni of this school ?

Yes ☐ No ☐ If YES: _____ (year of passing SLC)

Mother's Name _____

Occupation _____

Mobile Tel. No. _____ Res. Tel. No. _____

E-mail _____

Name of Office _____

Address _____ Off. Tel. No. _____

Is the student's mother an Alumni of this school ?

Yes ☐ No ☐ If YES: _____ (year of passing SLC)

Name of Student's Guardian _____

(Name other than parents)

Address _____

Mobile Tel. No. _____ Tel. No. _____

Does the student use the School Bus service ? Yes ☐ No ☐

If YES: Bus Route No. _____ Stop _____

Specimen Signatures

Parents and / or guardians, who are responsible for signing in their children's / wards' Report Cards and Diary, as well as in the communications made / letters written, either by the Principal, or the Vice-Principals or teachers are requested to affix their specimen signatures here below in the space provided for the purpose:

(One of these signatures only will be accepted whenever the parent's/guardian's signature is required.)

Signatures	Name & Relationship	Initials
	(Guardian)	

N. B. : In writing to the school about your child / ward, please always quote his / her Full Name, Class, Section and Roll Number.
: Guardian must be an adult.

Date _____ **Parent's Signature** _____

Date _____ **Class Teacher's Signature** _____

STUDENT'S DETAILS

(to be filled and signed by the students & parents/ guardian)

Student's Name _____

Roll No. _____ Class _____ Sec _____ House _____

Current Address _____

Father's Name _____

Occupation _____

Mobile Tel. No. _____ Res. Tel. No. _____

E-mail _____

Name of Office _____

Address _____ Off. Tel. No. _____

Is the student's father an Alumni of this school ?

Yes ☐ No ☐ If YES: _____ (year of passing SLC)

Mother's Name _____

Occupation _____

Mobile Tel. No. _____ Res. Tel. No. _____

E-mail _____

Name of Office _____

Address _____ Off. Tel. No. _____

Is the student's mother an Alumni of this school ?

Yes ☐ No ☐ If YES: _____ (year of passing SLC)

Name of Student's Guardian _____

(Name other than parents)

Address _____

Mobile Tel. No. _____ Tel. No. _____

Does the student use the School Bus service ? Yes ☐ No ☐

If YES: Bus Route No. _____ Stop _____

Specimen Signatures

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Date _____ **Class Teacher's Signature** _____

STUDENT'S DETAILS

(to be filled and signed by the students & parents/ guardian)

Student's Name _____

Roll No. _____ Class _____ Sec _____ House _____

Current Address _____

Father's Name _____

Occupation _____

Mobile Tel. No. _____ Res. Tel. No. _____

E-mail _____

Name of Office _____

Address _____ Off. Tel. No. _____

Is the student's father an Alumni of this school ?

Yes ☐ No ☐ If YES: _____ (year of passing SLC)

Mother's Name _____

Occupation _____

Mobile Tel. No. _____ Res. Tel. No. _____

E-mail _____

Name of Office _____

Address _____ Off. Tel. No. _____

Is the student's mother an Alumni of this school ?

Yes ☐ No ☐ If YES: _____ (year of passing SLC)

Name of Student's Guardian _____

(Name other than parents)

Address _____

Mobile Tel. No. _____ Tel. No. _____

Does the student use the School Bus service ? Yes ☐ No ☐

If YES: Bus Route No. _____ Stop _____

Specimen Signatures

Parents and / or guardians, who are responsible for signing in their children's / wards' Report Cards and Diary, as well as in the communications made / letters written, either by the Principal, or the Vice-Principals or teachers are requested to affix their specimen signatures here below in the space provided for the purpose:

(One of these signatures only will be accepted whenever the parent's/guardian's signature is required.)

Signatures	Name & Relationship	Initials
	(Guardian)	

N. B. : In writing to the school about your child / ward, please always quote his / her Full Name, Class, Section and Roll Number.

: Guardian must be an adult.

Date _____ **Parent's Signature** _____

Date _____ **Class Teacher's Signature** _____

Format for writing to the school
Paper Size A4, Language Nepali/English

Date:

The Principal,
St Xavier's School,
Jawalakhel, Lalitpur.

Subject:

Respected Fr Principal,

.....
.....
.....
.....
.....
.....
.....
.....
.....

(Name of the Student)

(Roll No. of the Student)

(Student's Class & Section)

Yours Sincerely

.....

(Signature of the Parent)

(Name of the Parent)

I. OBJECTIVES OF JESUIT EDUCATION

Jesuit education is a vision of a group of individuals inspired by and drawn from the life and teachings of Jesus Christ. It is also based on the principles of character formation elaborated by St Ignatius of Loyola, the founder of the Society of Jesus. This vision and these principles give Jesuit educational institutions a specific character and set before their staff, students and parents high ideals of humanism and service towards which they are invited continually to strive.

The objective of Jesuit Education is to promote an integral development of a person so as to be fully human, fully Nepali, and truly noble. This means that the students are open and committed, both, to the Divine Spirit and to their fellow human beings.

1. The Jesuit Education aims at the transformation of the whole person in four areas:

A. SOCIAL: To produce “people with and for others” by

- Admitting students from all backgrounds.
- Recruiting and training staff who can work within our vision.
- Encouraging students to learn to serve.
- Teaching justice issues in all courses.
- Encouraging students to dream about making a difference in the society.
- Confronting prejudices.
- Appreciating varied cultures.
- Understanding issues concerning gender, human rights, communalism ecology, etc.
- Cultivating the spirit of cooperation.

B. SPIRITUAL: To produce people who are both, free and responsible by

- Developing one's religious personal convictions while respecting others' positions.
- Freeing students from social conditioning so that they can make free choices.
- Nurturing a culture rooted in forgiveness.
- Teaching students to look for a better way (God's way) when making decisions.
- Teaching about other religions while encouraging students to be rooted in their own religion.
- Training in honesty and integrity.

C. INTELLECTUAL: To work towards sound formation of students based on Ignatian Pedagogical Paradigm (IPP: Context, Action, Experience, Reflection & Evaluation), by

- **Developing students' imaginative, affective and creative potentialities.**
- Training and encouraging students to think reflectively, logically and critically.
- Fostering cooperative learning.
- Encouraging personal research.
- Encouraging freedom of expression while simultaneously respecting others' views.
- Educating students about mass media/social media.
- Training students in stress management.

D. PERSONAL: To work towards an integral development of the students by

- Developing a positive self image in the students.
- Encouraging students to participate in co-curricular activities.
- Encouraging students to develop their personal skills.
- Teaching students about life skills.
- Providing personal-growth exercises: PDW, Value Education, clubs, YCS, etc.

- Providing students with opportunities to make informed decisions.
- Encouraging interactions among students, especially with those from other schools.

2. A climate that transforms

A. Learning Climate

- All (staff, students and parents) form a community of learners.
- Teachers keep updating themselves.
- Students learn beyond the classroom and textbook.
- The Principal and those in the administration continue to learn.
- The students learn to study further personally.
- Teaching is adapted to students of varied abilities.

B. Nurturing Climate

- Climate of Respect, Trust & Love is created.
- The community builds on the varied strengths of its members.
- The environment is encouraging.
- Cutthroat competition is opposed.
- Awards are given for good initiatives.
- A relaxed and friendly atmosphere is maintained.
- New initiatives are encouraged.
- Suggestions are taken seriously.
- All are challenged to rise to their full potential.

3. Indicators of Jesuit Excellence

(Men and Women with and for Others)

- All are encouraged to excel, especially in their areas of competence.
- Teamwork rather than competition is fostered.
- Spirit of **Alma Mater** is fostered.
- Students discover that they are competent in areas other than just academics.

- Students discover deeper levels of meaning in life.
- Students can cross cultural and religious barriers.
- Support is provided to all students to do their best.
- The best possible teaching and learning techniques are practised.

A Jesuit school thus aims at making its own contribution towards a radical transformation of present-day social conditions, so that the principles of social justice, equality of opportunity, genuine freedom and respect for religious and moral values enshrined in the Constitution of Nepal may prevail and the possibility of living a fully human existence may be open before all.

II. CHARACTERISTICS OF JESUIT EDUCATION

- 1. ACADEMICS :**
resolutely acquiring knowledge and skills of every kind.
- 2. WHOLESOMENESS :**
holistically growing in the totality of one's body, mind and spirit.
- 3. INTEGRITY :**
patiently increasing human virtues of honesty, peace, joy and forgiveness.
- 4. SPIRITUALITY :**
gratefully practicing one's faith and respecting the faith of the others.
- 5. JUSTICE :**
courageously opting for the poor with a stand against unjust situations / structures.
- 6. LEADERSHIP :**
consistently committing oneself to be a person for & with others.
- 7. EXCELLENCE :**
creatively striving to do more and achieve greater things.
(MAGIS/more)

8. COLLABORATION :

cheerfully helping to work in groups/teams with genuine fellowship.

9. RENEWAL :

realistically rejuvenating oneself in the pursuit of a balanced life.

10. COMMITMENT :

humbly proving oneself to be a person of competence, conscience, compassion and commitment.

III. GLOBAL IDENTIFIERS OF JESUIT SCHOOLS

To strengthen our schools' participation in the new global reality, Ten key identifiers are listed that should be present in all Jesuit schools.

To act as a universal body with a universal mission

1. Jesuit Schools are committed to being Catholic and to offer in-depth faith formation in dialogue with other religions and worldviews.
2. Jesuit Schools are committed to creating a Safe and Healthy Environment for all.
3. Jesuit Schools are committed to Global Citizenship.
4. Jesuit Schools are committed to the Care of the entire Creation.
5. Jesuit Schools are committed to Justice.
6. Jesuit Schools are committed to being Accessible for All.
7. Jesuit Schools are committed to Interculturality.
8. Jesuit Schools are committed to being a Global Network at the service of the God's Mission.
9. Jesuit Schools are committed to Human Excellence.
10. Jesuit schools are committed to Life-Long Learning.

IV. UNIVERSAL APOSTOLIC PREFERENCE (2019-2029)

1. **Showing the way to God:** Show the way to God through the Spiritual Exercises and discernment.
2. **Walking with the Excluded:** Walk with the poor, the outcasts of the world, those whose dignity has been violated, in a mission of reconciliation and justice.
3. **Journeying with Youth:** Accompany young people in the creation of a hope-filled future.
4. **Caring for our Common Home:** Collaborate, with Gospel depth, for the protection and renewal of God's Creation.

V. JESUIT EDUCATION IN NEPAL

St Xavier's School, Jawalakhel is a Catholic school under the management of the Society of Jesus, an international Catholic Religious Order. Started in 1951 at Godavari, it is well recognised and appreciated by all in Nepal.

The Society of Jesus, whose members are popularly known as the Jesuits, was founded by St Ignatius of Loyola in 1540; it has been active in the field of education throughout the world since its origin. Presently, worldwide the Jesuits are responsible for:

- 202 – Higher Educational Institutions
(99 Universities, 22 University Residences,
37 Colleges and 32 Philosophy/Theology Colleges);
- 69 – Professional Schools
- 874 – Secondary and Pre-Secondary Schools
(Africa and Madagascar - 54, Latin America - 88,
North America - 88, Asia-Pacific - 43,
Europe - 205, South Asia - 396) Total = 874

98 – Jesuit Refugee Service (JRS)

Schools Educational Projects

1476 – Fe Y Alegria

Schools and Educational Projects

The **Nepal Jesuit Society** operates the following educational institutions :

Human Resources Development Research Centre
(Sanepa, Lalitpur District)

St. Xavier's School, Godavari (Lalitpur District)

St. Xavier's School, Jawalakhel (Lalitpur District)

Shishu Bikash Kendra (Bagale Tol, Pokhara, Kaski District)

St. Xavier's College (Maitighar, Kathmandu District)

Moran Memorial School (Maheshpur, Jhapa District)

St. Xavier's School (Deonia, Jhapa District)

St. Xavier's School (Sadakbari, Jhapa District)

Loyola School (Simalbari, Jhapa District)

St. Xavier's School (Dhangari Mai, Lahan)

VI. THE POLICY DIRECTIONS OF ST XAVIER'S

In the context of the unequal socio-economic conditions in our country, and in the light of the evaluation of the educational mission of the Society of Jesus all over the world by its own members, a new paradigm has been introduced at St Xavier's School, Jawalakhel. Some of the characteristic changes are the following:

1. In a true spirit of democracy and fair play and in order to discourage the possible culture of affluence and the image of elitism in the school, preferential admission will be given to the economically and socially weaker sections of the society who can profit from our education. The school will continue to exercise its responsibility for the education of Catholics.
2. Using the language of the child as the medium of instruction has undeniably inherent educational advantages. However, because the influence of Nepali outside the school is so high, and the use of English outside the school is so poor, we have decided to make English as the medium of instruction for Arts, Science subjects and Mathematics. What we are aiming at is an education that will integrate all sections of the society by providing equal opportunity to all for good education, which is the biggest and most effective single factor for equity.
3. Increasing insistence will be laid on education and educational programmes aimed at this integration, co-operative effort among students, and their sharing and growing together. These values are diametrically opposed to the values of post-industrial society, which over emphasises money and the profit motive, competition and individual rights.

St. Xavier's School has attained its present position in Nepal through the united efforts of the administration, staff, parents and students.

May all likewise now join their hands together to build a St. Xavier's that will be relevant to the changing realities of the country and serve the needs of a new Nepal.

VII. ACADEMIC POLICIES

1. Academic Integrity Policy

The St. Xavier's community expects academic honesty and integrity from all its students. The members of the community, both the faculty and the students, will assume responsibility for their own learning and honesty, demonstrating the breadth and depth of their learning.

The educational programme at St. Xavier's stresses not only the acquisition of skills and knowledge, but also the formation of moral consciousness. Students explore the ethical and moral implications of any issue **as no issue is more important for exploration than the student's own individual honesty and integrity.**

The faculty and the students should commit themselves to this exploration. It is the responsibility of the school to invite the students to moral behaviour, honesty and integrity. It is the responsibility of the students to learn moral and ethical principles and to live accordingly.

Therefore, all academic works, homework, quizzes, tests, essays, poems, project works, reports, etc. of the students should be the products of their own effort. To offer someone else's work as if it were one's own is dishonesty. Behaviours,

such as copying homework, taking information from another during tests, and plagiarising (presenting another's writing or ideas as one's own) constitute serious lapses in moral judgement.

Likewise, assisting a person to be dishonest is also a moral degradation. To supply another with one's homework to be copied so that the other student can submit it as his/her own, to supply information to another during a test, project works, and to write a paper for another are violations of the norm of moral behaviour. Obviously, to cheat in a quiz or test or homework, and to share the information from a copied quiz or test or project work is morally detested.

In addition to the knowledge gained, the rewards for academic honesty are a sense of personal achievement, self-esteem, and self respect. The academic dishonesty calls for disciplinary actions.

Any student offering someone else's work as one's own will be awarded a zero for that assignment. Similarly, any student who assists another student to be dishonest will also be awarded a zero. The concerned teacher will complete a dishonesty referral for such students to the Vice-Principal, Academics.

For a third offence, the Principal will refer the matter to the Disciplinary Committee of the school for necessary action. The Committee will impose appropriate sanctions ranging from suspension to withdrawal from a course with an "NG" to expulsion.

2. Courses of Studies (Syllabus)

Even though the school prepares the students for the SEE & SLC conducted by the NEB Board of the country, it also gives a lot of importance to other programmes, which will help the students to grow in different areas, like social, physical, spiritual, psychological, etc. Therefore, games are compulsory

in SXJ; other cocurricular activities are equally emphasised. Even though both English and Nepali are taught here and both are emphasised, the medium of communication in the school is **ENGLISH**. The school's rule for students inside the school compound is to speak good and correct English at all times. During class time, answers and comments made by students should be given in complete, correctly phrased English sentences. Catechism for the Christians and Value Education for all other students are compulsory in the school.

3. Terms of Evaluations

The academic year of the school starts in April. The year is divided into three Terms for the purpose of continuous and comprehensive evaluation of the students. Progress Reports are prepared for the parents after each Term. Parents / guardians are required to come to the school with their child's / ward's diary to collect these Reports. Apart from these, parents and guardians are welcome to come to the school at other times too, with prior appointment, to share and discuss issues concerning their child / ward with the Principal, the Vice-Principals, or any of their child's teachers.

VIII. ACTIVITIES

The years that students spend in the school should enable them to acquire sound principles of conduct and action and lay a solid foundation for a true and purposeful living when they attain adulthood. The principles of honesty, trust, cooperation, self-reliance, and hard work are inculcated through various school activities. In these activities the students learn to do things by themselves under the continuous supervision of moderators. Through these activities they are given the opportunity to see the practical application of the abstract ideas of give-and-take that they learn in the classroom.

The students from Classes 1 to 6 have sports and activities as part of their regular class schedule.

The students from Classes 7 to 10 take part in regular games programme at 3:30 pm (summer time) / 2:50 pm (winter time). The programme varies through the year, and the students are informed of their games well in advance.

For games, all the students are required to wear the House vest and games outfit.

1. The House System

The House system plays a vital role in the effective running of the school. The House system coordinates and develops a wide range of school activities, including academics, games and other co-curricular activities. This system elicits a keen sense of participation and belonging and cuts across all class divisions, thereby bringing a greater degree of cohesion between the students, staff and administration. The lifeline of this system is curricular and co-curricular activities which promote the active and integral development of the growing students.

The students are expected to show consistent interest in at least one co-curricular activity and be co-operative in House activities.

2. Compulsory Physical Exercises

Physical exercises are a part and parcel of our education system. Therefore physical exercise are compulsory for all our students. This has a lot of health benefits for the students. The school conducts sports/PT during the class hours for the Junior Section and after school for seniors. Every student is expected to participate in sports activities unless he/she is unable due to physical illness. The school also identifies good sports persons in different games and provides them with an opportunity to represent the school in various competitions outside the school.

The school also organizes Sports Days for Junior and Senior separately, where they participate in various track and field events and PT/drills are displayed in their respective teams/houses. Every student is expected to participate in at least one event in Annual Sports Days.

3. After School Activities

To help & facilitate students develop their multiple intelligence, we organize and encourage children to participate in After School Activities of their choice. These After School Activities are only for school teams and senior students. The students can choose sports, intellectual, literary or social clubs according to their interests. A student is allowed to choose a maximum of two After School Activity in an academic year.

4. Stage Performance.

The school conducts Parent's Days or Parent's Nights to showcase students' efforts on stage programmes. We encourage every student to at least present him/herself on the stage in front of his/her parents during these stage performances. The Parent's Days/Nights are aimed at entertainment as well as to find out a student's personal talent for stage performances. Besides Parent's Days/Nights, the school also encourages students to put up various stage performances, like Class Assemblies, music and dance talent shows and Annual School Plays.

IX. EXTRA HOME TUITION OR COACHING

Tuition is strictly forbidden without prior discussion with the Principal and his consent, as it is detrimental to classroom learning and apart from implying that the teaching in the school is inadequate. It is also damaging for the genuine development of a child, .

Any normal child of average intelligence should be able to cope with the daily lessons and homework without outside help. Extra help can be sought from our own teachers and remedial classes may be arranged by the school.

X. RECOMMENDATIONS TO PARENTS/GUARDIANS

In order to achieve all that is best for the education of your child, the maximum co-operation between you (the parents / guardians) and the school staff is necessary. We require that parents or guardians look into their child's / ward's school diary / Apps every day and see to it that the lessons and homework assigned for the next day are completed. The child should be encouraged to cultivate neatness habitually, and all slovenliness should be firmly discouraged. Remarks made in the diary should be read and countersigned immediately. The students must show their diary on the next class day to the staff member who has made the comment.

Criticism either of other students, teachers or the school in general in the presence of students should be avoided because it causes the students to lose respect for their teachers. Furthermore, such actions would lead to the lack of interest to learn from them. Should you have a complaint, please meet the Principal and lodge a written complaint.

As your children advance in age, guide them to become resourceful and useful members of home and country. Encourage them to do things by themselves. They should be taught to keep their room neat and tidy, make their own bed, polish their own shoes, carry their own bag, etc. The formation of such habits early in life inculcates in them the idea of the dignity of work, a fundamental personal virtue necessary for a successful career in life.

Withdrawal of your child from classes for family social functions is strongly discouraged. It hinders the child's progress in school and undermines respect for regular hard work with consequent failure to make progress in studies.

School business is transacted only during school office hours. Please make inquiries in person or by phone during office hours.

Students cannot be called from class to meet visitors or receive phone calls.

No parents / guardians are allowed to visit the classrooms without the prior permission of the Principal.

1. Establish a daily family routine

- Provide time and a suitable place for study (if possible, make it quiet and away from distractions of T.V., phone and loud music).
- Assign responsibility for household chores.
- Be firm about the time to get up and time to go to bed.
- Have your family dinner together.
- Help your child develop a homework schedule that he/she can stick to.
- Talk to your child each day about home assignments, go over the work; see if it is complete; ask questions about it. But don't do your child's homework yourself.

2. Monitoring of school activities

- Monitor on your children when you are not at home.
- Arrange for after school activities and supervised care.

3. Values of learning self-discipline and hard work

- Communication through questioning and conversation.
- Demonstration that achievement comes from working hard.
- Making a timetable for study.

4. Expressing high but realistic expectation of achievement

- Setting Specific, Measurable, Achievable, Realistic and Time-bound (SMART) goals and standards that are appropriate for children's age and maturity.

- Recognising and encouraging special talents.
- Informing friends and family about successes.

5. Encouraging children's development and progress in school

- Maintaining a warm and supportive atmosphere at home.
- Showing interest in children's progress at school.
- Helping with their homework.
- Discussing the value of good education and possible career options.
- Staying in touch with teachers and the school staff.

6. Reading, writing and discussing among family members

- Reading to your child, listening to your child and talking about what is read.
- Discussing the day over dinner.
- Telling stories and sharing problems.
- Writing letters, lists and messages.
- Providing a variety of reading materials.
- Encouraging holiday learning activities.

7. Using community resources for family needs

- Enrolling in the Sports/Music/Dance/Art/Public Library programmes or lessons.
- Introducing children to role models and mentors.
- Using community services .

XI. STUDENT'S EDUCATIONAL CHARTER

- 1. Good education is a process that brings about desirable growth in the student – growth or change that one is able to see from year to year and evaluate.**

There are various kinds of growth that must take place :

- a. Growth in the amount of knowledge and information about various subjects, persons and events.
- b. Growth in the quality of that information, namely, greater understanding as well as increased ability to apply knowledge to a wide variety of situations, by developing one's ability to think (thinking means seeing new relationships between facts).
- c. Growth in the number and kinds of skills and abilities one discovers and develops, e.g. to speak and write English / Nepali better; to work with one's hands to fashion objects. Growth can be either in learning a new skill or improving on the skill already learned.
- d. Growth in interests, in the formation of habits, values and attitudes :
 - Developing and pursuing personal interests and hobbies, some of which will become life-long assets.
 - Developing habits such as punctuality, regularity, orderliness working according to a timetable, self-reliance, especially developing independent study techniques or learning to learn by yourself, etc.
 - Developing values and attitudes, such as, active concern for the things of the spirit and for moral and spiritual values; pride in one's own country and eagerness to contribute one's talents to national development.
 - Developing concern for others and their needs and rights; civic consciousness; need to strive for excellence and shun mediocrity; eagerness to use personal effort and resourcefulness as much as possible rather than look too easily to others for help.

As you go through your school year, you should ask yourself whether you are able to see growth in one or more of these

areas. To the extent that there is such growth, your education is successful. But in the measure in which such growth is absent, your education is a failure.

2. Who is Answerable ?

Obviously, all the three most concerned with your education must share responsibility : your family, your school and you yourself. Those at home and at school help in your education, not so much by paying fees or by force-feeding information into an unwilling head, but by providing and fostering a climate or atmosphere where learning can take place, where by setting goals and challenges, by asking questions and leading you to self-discovery, they help you towards the goal of a self-reliant adult. They help you in all the ways mentioned above: to learn facts (the least useful commodity); to learn to understand and to think; to acquire new skills and habits; to assess and adopt values and attitudes.

To the extent that you cooperate with your home and your school, you, the important third partner, whose education is the concern of the other two, will contribute most to your personal growth. In turn, you will be able to contribute significantly to the growth of the society.

3. Helps for Study

A. General Hints :

1. Take up first the subject you dislike most; once you have done this, the rest of your work will be easy!
2. Do not hesitate to ask your teachers or your companions, things you do not grasp clearly. Never leave difficulties unanswered as this will later put you into greater difficulties.
3. Read, write and revise your lesson regularly.
4. To make sure that you have understood something thoroughly, use these “Tips” :

- (a) Pretend that you are explaining the lesson to another and see if you can do it well;
 - (b) Make yourself your own teacher; question yourself and answer honestly.
5. Get enough exercise every day; it keeps the mind fresh.
 6. Do not cut down on necessary sleep in order to study; it will hurt your health later on.
 7. Pray to the all-wise and all-knowing God to help you make progress in your studies.

B. PARTICULAR HELPS

1. Never omit the lesson or homework assigned. If you do, it is like missing a bus that you will have difficulty catching later.
2. Daily revise the work done in class. Make sure that you have understood everything clearly and thoroughly.
3. If memory work is assigned, study it just before going to bed and repeat it first thing in the morning.
4. Always write down in your diary the work that is assigned for the next day.
5. Make a daily time table for yourself - for your study, for your rest, recreation, etc. In this way you will become a man of regular habits, a most valuable asset for life.
6. Revise all that was learned during the week at the end of the week.

XII. SCHOOL RULES & REGULATIONS

1. EXPECTATION

At St. Xavier's School, Jawalakhel we try to create a just community, where ..

- (a) people are safe;

- (b) people love and care for each other;
- (c) people are conscious of health, healthy people work, play and rest;
- (d) people protect the environment and create beauty;
- (e) people are gifted and succeed in thinking and learning.
we expect the children
- (a) to treat other people, buildings and property with respect,
- (b) to speak softly,
- (c) to avoid negative physical contact,
- (d) to walk rather than run and
- (e) to avoid teasing/bullying others.

2. GENERAL RULES

The following rules will help us in creating a just community for all who are involved in the school:

2. 1 Children should present a neat appearance at all times.
The school uniform must be worn with dignity for classes and all school functions. A student who is not properly dressed may be excluded from the classroom activities.
 - a) Long nails, nail polish, jewellery items, ear studs or bringing expensive articles to school are strictly prohibited.
 - b) Use of hair gels, dyes, tattoos, 'gajal' or such materials will invite disciplinary actions.
- 2.2 Since the students are to conduct themselves as gentlemen /ladiest at all times, there should be no running, shouting, pushing, playing of games, or throwing of objects in the tiled areas within the school campus .
- 2.3 Students learn a sense of responsibility by caring for their own possessions and school property.
 - (a) The school cannot be held responsible for articles lost.

- (b) Students must not scratch or mark the school desks or deface school property in any way. Any damage done to school property will have to be made good by the one who does it. Any willful damage will be further penalized with a suitable penalty. Any damage done or noticed should be reported at once to the Vice-Principals.
- 2.4 Students should remember that their conduct both inside and outside of school determines the reputation of the school. When students go out on any school outing, they are to follow whatever instructions the Teacher / Person - in - charge gives about places they must visit, staying together, when and how they are to return, etc.
- 2.5 Cycles, if any, must be kept locked at the place provided for them. Cycles should not be ridden around the school grounds.
- 2.6 Students are not allowed to use the school telephone without the permission of the Vice-Principals or the Principal.
- 2.7 The first bell for class or study is the signal to begin moving towards the classroom. A conducive ambience in the classrooms must be maintained at all times.
- 2.8 Students in Classes 6-10 are expected to spend at least three hours a day doing revision, homework and preparation for class. Children in Classes 4-5 should spend at least two hours a day for their regular studies.
- 2.9 Students' first loyalty is to the school when they are in the school programme or in school uniform. Hence, students will not join sports clubs outside or give their names to play another team without consulting the Principal.
- 2.10 No student is allowed to leave the school compound without the permission of the Principal or the Vice-Principals.

- 2.11 Smoking, drinking alcoholic beverages, and the use of drugs are prohibited at all times. If found the students could be suspended or dismissed from the school.
- 2.12 Chewing gum is prohibited in the school compound at all times.
- 2.13 Gambling of any kind is forbidden in the school premises at all times.
- 2.14 Since the school library provides a good amount of reading matter for the students, they are not permitted to bring any books or magazines to school other than their school books.
- 2.15 No collection of money or goods for any purpose is to be taken up, and no meetings, demonstrations, parties, or picnics may be held / organized without the prior permission of the Principal.
- 2.16 Students are strictly prohibited from bringing cell phones, I-pods, smart watches, cameras, musical instruments or any other electronic devices to school without the specific permission of the Vice Principals / the Principal. If such things are found with the students they will be confiscated and the confiscated items will not be returned.
- 2.17 Stealing, lying, bullying in any form, using unfair means in examinations and homework or willful breaches of school regulations may lead to suspension or even expulsion of the student from school.
- 2.18 All are expected to speak in English in the school premises in order to improve their English communication skills as St Xavier's School, Jawalakhel is an English-medium school.
- 2.19 Littering in any manner is strictly prohibited. All are expected to develop a keen civic sense. Repeated offences will lead to punitive action. Use the dustbins

provided. Plastic bags are prohibited.

- 2.20 Date of birth once recorded in the school at the time of admission cannot be changed.
- 2.21 Failure to observe the school rules will lead to disciplinary actions according to the seriousness of the offence. Offenders will be sent to the Vice-Principal who will impose a suitable penalty. Students who habitually violate the school rules will be asked to leave the school.

3 SCHOOL UNIFORM

3.1 (Classes 1 – 5)

For Boys: Plain white half-sleeved shirt with school logo during the First Term, and Second Term onwards, long-sleeved shirt, dark blue pants, plain black leather shoes with laces, dark blue socks and school belt. Games outfit according to one's House is to be worn during games time. Only black Nepali caps (topi) are allowed. **Hair is to be kept short (Symmetrical).**

For Girls: Plain half-sleeved shirt with school logo during the First Term, and Second Term onwards, white long sleeved shirt, dark blue pleated below knee-length skirt, **bloomers are compulsory**, plain black leather girls' shoes, dark blue socks, and school belt and blue hair ribbons. **Hair is to be kept long and worn in two plaits.** Games outfit according to one's House is to be worn on games time.

In winter, students of the primary section of the school may wear dark blue full-sleeved, V-neck sweaters and a dark blue blazer with school logo on it. (Thermal / Leggings should also be dark blue). Girls may wear dark blue knee socks or stockings, V-Neck sweater and a dark blue blazer with school logo on it.

3.2 (Classes 6 – 10)

For Boys : Plain sky blue long-sleeved shirt with school logo, medium grey pants, plain black leather shoes with laces, grey socks, school tie and school belt. Games outfit according to one's House is to be worn on games time. Only black Nepali caps (topi) are allowed. **Hair is to be kept short (Symmetrical).**

For Girls : Plain sky blue long-sleeved shirt with school logo, medium grey pleated below knee-length skirt, plain black leather girls' shoes, grey socks, school tie, school belt and blue hair ribbons. **Long white (cotton) chemise should be worn at all times. Hair is to be kept long and worn in two plaits.** Games outfit according to one's House is to be worn during games time.

In winter, students may wear a dark blue full-sleeved, V-neck sweater and a dark blue blazer. However, the **V-neck sweater must be worn under the blazer only.** Girls should wear grey pants during the winter time.

Scouts outfit is compulsory on scout days for classes 6 to 10. However, Class 6 students change into scouts after school if games and scout fall on the same day.

Blue mufflers (both juniors and seniors) and blue woolen caps may be worn during extreme winters.

3.3 (Classes 11– 12)

For Boys : Plain white long-sleeved shirt with school logo, grey pants, plain black leather shoes with laces, grey socks, school tie and black belt. Only Nepali caps (topi) are allowed. **Hair is to be kept short (Symmetrical).**

For Girls : Plain white long-sleeved shirt, grey pleated below **knee-length** skirt, plain black leather girls' shoes, Knee Lengthy, grey socks, school tie, black belt and light blue hair ribbons. **Hair is to be kept long and worn in two plaits.**

In winter, students may wear a dark blue full- sleeved, V-neck sweater and a dark blue blazer. However, the **V-neck sweater must be worn under the blazer only.** Girls should wear grey pants during the winter time.

4. LEAVE OR ABSENCE

- 4.1 No one who is late for school or has been absent for more than two consecutive days will be admitted to class without the permission of the Vice-Principal (Academics).
- 4.2 (a) Leave is generally not granted except on **prior written application** from parents / guardians and only for **serious** reasons.

(b) If a student is absent from school for any reason whatsoever without prior information, the parent / guardian of the student should phone the school office **between 8:30 – 9:00 a.m. on the day of the student's absence.**
- 4.3 Every absence (sick leave or otherwise) must be entered briefly in ink in the ABSENCE AND LEAVE RECORD pages (Page No. 92) towards the end of this diary and signed by the parent / guardian, which should be countersigned by Class Teacher.
- 4.4 For leave of up to two days, it is sufficient to apply through the pages of the school diary/ School Apps, follow above 4.2b norms.
- 4.5 For leave or absence of more than two days, an application letter must be sent. (Format as on Page No.7).
- 4.6 Repeated absence without permission or unexplained absence for more than three consecutive days renders the students liable to have their names struck off the rolls. Readmission, if granted, will be done on payment of a readmission fee.
- 4.7 Those absent without permission due to sickness must present a medical certificate before they are admitted to class. Information of sickness must be provided to school according to Page 34-4 (2b) Rule/4.4.
- 4.8 Attendance on last day or the reopening day of the school after vacation is compulsory. Prior information must be provided to the Principal in extreme cases.
- 4.9 Absence for more than three consecutive days before the

beginning of a vacation or immediately after a vacation renders the students liable to have their names struck off the rolls. Readmission if granted, will be done on payment of a readmission fee.

- 4.10 The intended withdrawal of a student in the middle of the academic year should be made known to the Principal in writing atleast **one months** in advance, failing which the student is charged the whole year's tuition fee and will not receive his / her guarantee deposit back. A student once withdrawn from the school after due process (done clear/ Transfer Certificate taken) will not be re-admitted in the school.
- 4.11 Unless approved and granted, no absence from scheduled classes or obligatory school functions will be tolerated. The Academic Vice-Principals will not re-admit a student to class unless his / her absence has been satisfactorily explained in writing by the child's parents / guardian.
- 4.12 Application for special leave from class should be made in advance by the Parents or Guardian to the Principal. Such leave will be granted only for very serious reasons.

5. TEST & EXAM

- 5.1 **Continuous Assessment System:** Progress of the students in St. Xavier's school are evaluated on the basis of Continuous Assessment System (CAS). The students are required to work daily for their progress in academics. Classes 1-2 will have no scheduled exams. Class 3 will have to sit for a standardized test at the end of an academic year. Class 4-10 will have cycle tests and term tests. These classes have to perform well continuously to be able to get promotion to the next class.
- 5.2 **Cycle Test:** St. Xavier's School follows a cycle system time table. There are 6 days in a cycle and there are 3 to 6 cycle tests during an academic year.
- 5.3 **Term Exam:** There are three term exams in an academic

year. Term exams are conducted to assess the academic progress of a student. The final progress report is the summary of the progress a child has made during the specific academic year. This summary report is also the basis of child's promotion to the next level.

NOTE: No one is exempted from any tests or exams. If a student misses any of the tests or exams conducted by the school because of the student's own reasons (sickness, family function, family issues etc.,) no re-test will be scheduled. However, if the school sends any student to represent school in any programs or competition, in such cases the school will reschedule the tests or exam missed by the student.

6. NORMS FOR PROMOTION

- 6.1 Promotion is granted on the basis of the whole year's work; Continuous Assessment System (CAS) hence, regularity in work and performance in all tests and examinations are important.
- 6.2 The pass percentage is 40 for grades 1-5 and 45 for grades 6-12.
- 6.3 There will be comprehensive final examinations covering the whole year carrying 50% of the marks. The other 50% will be computed on the basis of the First, Second and Third Terms' Evaluations.
- 6.4 Students are not allowed to repeat more than once in their entire school life.
- 6.5 Parents must take note that students will be allowed to repeat only after careful consideration of the matter and in their own best interest.
- 6.6 A student who has previously been conditionally promoted must pass ALL subjects with a total average of 50% the next year to be eligible for further promotion.

- 6.7 Repeated violation of the school code may affect the promotion of the student.
- 6.8 The decision of the school promotion committee with regard to promotion is final.

7. CORRECTIVE MEASURES

- 7.1 **Late Stamp:** If any student violates the scheduled timings, he/she will receive a late arrival stamp. Three such stamps on a student's diary will call for a discussion with the parents and a right measure is to be taken.
- 7.2 **Rule Violation Ticket:** If a student violates any of the school rules, he/she may be issued a rule violation ticket. If a student is issued such ticket, it is a warning to correct the behavior and follow the school rules. A rule violation ticket may effect a student's character certificate and promotion to the next level. Three of such rule violation tickets will call for a serious corrective measures.
- 7.3 **Fine:** Fines are imposed to make sure that certain rules are followed strictly for the benefit of a larger group.
 - a. **The School Properties Protection Fine:** If a student loses, defaces, breaks or destroys any of the school property, the student is required to repair the property. They may be charged with fine too.
 - b. **The Environment Protection Fine:** If anyone is found violating school rule pertaining to the environmental care, the student will have to pay an environment protection fine. Chewing gums, carrying polythene bags, burning anything, throwing plastic wrappers, littering, breaking trees/plants, uprooting trees/plants, etc. come under the environment. The amount of the fine will depend on the severity of the violation, the fine could range from NPR. 500 (Five Hundred) to NPR. 1000 (One Thousand).

- c. **Late Fee Fine:** The school sends the students fee bills/dues on a regular interval of time with the deadline mentioned clearly for the payment. If any student is unable to clear his/her fee in time, a late fee fine of NPR 10 (Ten) for every fifteen days of late payment may be added to the amount at the time of payment.

7.4 **Written Warning:** If a student is found violating any serious rules or is absent for more than three consecutive days without permission or fails to score a minimal passing percentage in the tests and exams or gets involved in any bad behavior, a written warning may be issued to such a student after acquiring an apology letter from the student. If a student receives a written warning from the school, he/she must improve. After such warning the student is suspended if the student violates any serious rules.

7.5 **Suspension**

Suspension is a grave penalty imposed for serious offences. The period of the suspension will vary according to the seriousness of the offense.

The student will receive an unexcused absence for the duration of the suspension. A student who incurs three suspensions is liable to be dismissed. When a student is suspended, a parental conference is necessary before the student is allowed to return to school. The principal may suspend a student on his own authority. Some examples of suspendable offences are as follows:

- a. Repeated violation of the school code.
- b. Dismissal from class for lack of disciplines/ destruction of school property.
- c. Fighting / physical fights or use of abusive language.
- d. Bullying of any type (physical, verbal, cyber)

- e. A serious offence in the judgement and discretion of the Principal / Vice-Principals
- f. Non-cooperative or inappropriate attitude toward any teacher or staff member.
- g. Use of banned substances (Tobacco products/Vapes/ alcohol, etc.).
- h. Academic dishonesty / cheating in the examination.

7.6 Types / duration of Suspension

- a. **First Suspension:** 1st written warning - for a period of one cycle.
- b. **Second Suspension :** 2nd written warning - for a period of two cycles.
- c. **Third suspension:** final warning - for a period of more than two cycles.
- d. **In-school suspension:** When a student is suspended under in-school suspension he/she will come to the school in regular time and return in regular school time, as usual on a working day. However, he/she is not admitted to the classroom or any activities of the school, but all academic work given in the class must be completed by him/her. Duration of such suspension depends on the severity of the violation. In some cases, the student is also asked to perform certain tasks to make the student realize the seriousness of the suspension.
- e. **School suspension:** When a student is suspended under school suspension he/she will not be allowed to come to the school, but all academic work given in the class must be completed by him/her. He/she will remain with the parents for the entire period of the suspension. Duration of the suspension depends on the severity of the violation. On the basis of the severity

of the violation, a student is also asked to be involved either in counselling session, social service or project works.

The Principal will notify the student and his / her parents of the suspension, either orally or in writing by the next regular school day. On the first day of suspension, the student and his / her parents may present any relevant information / clarification regarding the suspension to the Principal.

XIII. DISMISSAL FROM THE SCHOOL

A student can be dismissed from the school by the Principal with the approval from the local Superior for either serious misconduct as enumerated here and/or for continuous misconduct. The Principal may immediately dismiss students who are guilty of serious misconduct or the Principal, solely at his discretion, may refer them to the Disciplinary Committee. Serious misconduct includes, but not limited to, any of the following offences:

1. Habitual stealing / lying
2. Academic dishonesty/ cheating in examination
3. Selling, possession of or being under the influences of alcohol, narcotics, or other drugs
4. Possession of or use of tobacco products/smoking/vaping
5. Defacing or destruction of school property
6. Off-school conduct prejudicial to the school
7. Open insubordination, defiance or disrespect to any teacher or staff member
8. Gambling of any kind in the school compound / in school dress
9. Consistent neglect of school work or chronic absenteeism.
10. Conduct considered detrimental to the good of other students
11. Chronic misconduct by a student who has previously been suspended or is on probation

12. Accumulation of twelve demerits/ point cuts in one semester or twenty during the course of the year / more than five violation tickets
13. A third suspension incurred for any reason whatsoever
14. A serious violation of the school's sportsmanship
15. Involved in serious physical fights
16. Abuse (sexual, physical, pshycological)
17. Cyber related offence

a. Disciplinary Committee

The Disciplinary Committee is comprised of members of faculty of St. Xavier's School, Jawalakhel and /or any professionals staff appointed by the Principal. The student and his/her parents or guardians are the only persons permitted to be present at the hearing. When a student is asked to appear before the Disciplinary Committee, the Principal will inform the student and his / her parents of its process and procedures.

b. Right to appeal

The concerned parents may appeal to the local Superior against the decision of the Disciplinary Committee. The appeal must be in writing. At the time of such appeals, new information / evidence not presented already to the Disciplinary Committee or the Principal, must be presented.

XIV. XAVIERIAN HONOUR CODE

1. **I will respect and care for myself and others.** I will show respect and care for all people, including myself, treating everyone I encounter as one of God's people.
2. **I will help and participate in activities at home, at school, and in the world.** I will actively concern myself with the well-being of my family, my community, my school and my country, and volunteer whenever possible, assisting in making Nepal a Zone of Peace.
3. **I will be brave in difficult times and modest when I am successful.** I will face adversity with courage and dignity, and meet success with humility.
4. **I will care for my own body, heart, spirit and mind.** I will cultivate a positive self-image and choose health physically, emotionally, spiritually and mentally.
5. **I will be kind to and cooperative with others at all times.** I will prioritize cooperation and kindness over competition and conflict, and help to build the self-image of others.
6. **I will tell the truth and act with honesty.** I will commit myself to truth in thought, word and deed.
7. **I will accept people who are different and try to learn from them.** I will value unity in our diversity, actively opposing gender, race, caste, religious and socio-economic discriminations.
8. **I will always thoughtfully make my own decisions, even if my friends think differently.** I will develop the gift of freedom, making my choices with knowledge of alternatives and consequences, independent of peer pressure.
9. **I will always try my best in studies, sports and activities.** I will aim at excellence in my studies through practising effective study methods and consistently putting forth effort.
10. **I will be polite and courteous.** I will develop personal and social habits that promote the common good and avoid all vulgarity and disrespect.

11. **I will be thankful for my education.** I will always be grateful for the gift of education, using information and technology with justice and care for others.
12. **I will care for the earth, and keep my school and country clean.** I will consider myself a part of creation, actively caring for the earth and promoting the health of the environment, taking special responsibility for the care of school grounds.
13. **I will always try to do the right thing and be fair.** I will speak out and stand up for justice, evaluating the world around me according to my formed conscience.
14. **I will thank God and ask for God's help.** I will build a belief and trust in my Creator through personal prayer.
15. **I will always act like a Xavierian.** I will uphold the honour of my school by living according to its standards, and I will always be prepared to do a "good turn."

XV. STUDENTS/PARENTS/GUARDIANS' DECLARATION:

I am aware of the importance of the school rules/regulations. I have read and have understood the school's expectation and rules/regulations. I am also aware of the importance of the school rules/regulations. I hereby declare to abide by these above rules/regulations. I am aware of the consequences of any breach of school rules/regulations.

Name of the student : _____

Student's Signature _____ Date _____

Name of the Parent's / Guardians : _____

Parent's / Guardians Signature _____

Witness : _____ Signature _____

Class Teacher's Name/ Signature : _____

SCHOLARSHIPS LIST

- 1. Thakur Prasad Tulachan Memorial Scholarship**
- Mrs. Sarojani Sherchan
- 2. Govinda Hari Sarada Shrestha Scholarship**
- Mr Prachet Shrestha, 1981
- 3. Surya Nepal Scholarship** - Surya Nepal (C/o Mr. Raju Man Singh)
- 4. Nar Bahadur Kuthumi Memorial Scholarship** - Mrs. Neeru Kuthumi
- 5. Krishna Tara-Dip Ghale Scholarship**
- Mr. Arun Ghale / Mrs. Sashi Ghale
- 6. Nil Ratna - Harkha Devi Kansakar Scholarship**
- Mr Manoj Kansakar (C/o Mr. Subash Kansakar)
- 7. Malpi International School Scholarship** - Mr. Jyoti Man Sherchan
- 8. Class of 1979 Scholarship**
- C/o Mr Juju Raj Tuladhar & Mr Ajit Thapa
- 9. Class of 1980 Scholarship** - Class of 1980
- 10. Fr Eugene L. Watrin Scholarship Fund** - C/o General Secretary
- 11. Nepal Investment Bank Scholarship** - C/o General Manager
- 12. Keshar Bahadur Shrestha Scholarship**
- Mr Pema Dorje (Prem Shrestha) 1982
- 13. Ram Prasad Timilsina Scholarship**
- Mr Sanu Raja Timilsina
- 14. Shiva Krishna Shrestha Scholarship**
- Mr Nirmal Krishna Shrestha 1972
- 15. Babita & Bishesh Ratna Dhakwa Memorial Scholarship**
- 16. Rotary Club of Himalayan Patan**
- 17. Class of 1991 (Silver Jubilee Scholarship)**
- 18. Mahalaxmi Memorial Scholarship** - Mrs. Pushpa Shrestha
- 19. Class of 1995**
- 20. Ishwori Malla - Khumba Rana Memorial Fund** - Mr Sabin Rana
- 21. Dipac Regmi 2001 Memorial Scholarship Fund**
- 22. Class of 1996**
- 23. TATA Motors/Sipradi Scholarship Fund**
- 24. Pashupati Pratap Shah and Chandra Kanta Shah Memorial Scholarship Fund** - Shah Family
- 25. Mr. Harihar Upadhyay Gautam Memorial Scholarship Fund**
- Mr Har Hari Upadhyay & Mrs. Durga Tiwari Upadhyay
- 26. Shree Achyut Raj Subedi Memorial Scholarship fund**
- Mrs Purna Kumari Subedi

OUTSTANDING STUDENT AWARDS LIST

1. **Usha Maharjan Memorial Outstanding Student Award (Academics) - Class 5**
Mr Sallik Maharjan
2. **Junior School Outstanding Student Award - Class 5**
Mr Ajay Bista & Mrs. Pramita Bista
3. **Dr Amir Thapa Memorial Outstanding Student Award - Class 6**
Mrs. Lily Thapa
4. **Dr. Krishna Panthi Memorial *MAGIS* Award - Class 6/7**
Sambriddhi Panthi
5. **Parashuram Bhagat Mathema Outstanding Student Award - Class 7**
Dr Sriram Mathe
6. **Minendra Rana Memorial Outstanding Student Award - Class 8**
Mrs. Sabitri Rana
7. **Fr Matin P. Coyne, S.J. Memorial Mathematics Award - Class 8**
Class of 1989
8. **Ashish Pant Memorial Outstanding Student Award - Class 9**
Class of 1991
9. **Harvard Book Award - Class 9**
Mr Rakesh Karmacharya / Mr.Rabi Karmacharya
10. **Fr James J. Donnelly S.J. Memorial Best English Essay Award - Class 8/9**
Class of 1989
11. **Sujan Tuladhar Memorial Science Award - Science Fair - Class 1 to 10**
Mr Juju Raj Tuladhar
12. **Avinash Bajracharya Memorial Science Award - Class 10**
Mr Laxman Bajracharya & Mrs. Shanti Bajracharya
13. **G.A.A. Outstanding Student Award (Boy/Girl) - Class 10**
14. **Subin Shrestha Memorial Outstanding Student Runner-up Award - Class 10**
Mrs. Bina Shrestha
15. **Peter Margaret Social Service Student Award - Class 10**
Mrs. Greta Rana
16. **Outstanding Student Award (Academics) - Class 10**
St Xavier's School, Jawalakhel
17. **Ashish Pant Memorial Sports Person of the Year Award (Boys/Girl) - Class 10**
Mr Madhav Pant
18. **Pashupati Pratap Shah and Chandra Kanta Shah Memorial Award - Class 10**
Shah Family
19. **SXJ Outstanding Students Award - Class 10**
St Xavier's School, Jawalakhel

OUTSTANDING STUDENT AWARDS LIST

- | | |
|---|-------------------|
| 20. Team Nepal Outstanding Student Award | - Class 11 |
| 21. Fr James J. Dressman, S.J. Student Award (Science)
GAA | - Class 11 |
| 22. Fr Jim Chambers, S.J. Student Award (Management)
GAA | - Class 11 |
| 23. UMA PUN Memorial Outstanding Student Award (Science)
Mrs. Nausicaa Shrestha/Mr. Shanta Bdr. Pun | - Class 12 |
| 24. Moti Tamang Memorial Social Service Award
Mr Hemant Tamang Ghishing | - Class 12 |
| 25. SXJ Outstanding Award, Academics (Science)
St Xavier's School, Jawalakhel | - Class12 |
| 26. SXJ Outstanding Award, Academics (Management)
St Xavier's School, Jawalakhel | - Class12 |
| 27. Fr John K. Locke, S.J. Memorial Outstanding Award (Management)
GAA | - Class 12 |
| 28. St Ignatius of Loyola MAGIS Award
GAA | - Class 12 |
| 29. Outstanding Award, Biology Group (Highest Scorer)
Prof. Dr. Ashok Ratna Bajracharya | - Class 12 |

Ayush Malla Memorial Teacher of the Year Award

Mr Bal Sundar Malla and Mrs. Satya Malla

St Xavier's School, Jawalakhel is very truly grateful to the Jawalakhel Jesuit Community and to all the friends who have established the Scholarships and Outstanding Student Awards.

SCHOOL PRAYER

1. THE PRINCIPLE AND FOUNDATION

- SPIRITUAL EXERCISES - #23

ST IGNATIUS OF LOYOLA

FOUNDER OF THE SOCIETY OF JESUS (JESUITS)

The Goal of our life is to live with God forever.
God, who loves us, gave us life.
Our own response of love allows God's life
to flow into us without limit.

All the things in this world are gifts from God,
presented to us so that we can know God more easily
and make a return of love more readily.
As a result, we appreciate and use all these gifts of God
Insofar as they help us to develop as loving persons.
But if any of these gifts become the center of our lives,
They displace God
and so hinder our growth toward our goal.

In everyday life, then, we must hold ourselves in balance
before all of these created gifts insofar as we have a choice
and are not bound by some obligation.
We should not fix our desires on health or sickness,
wealth or poverty, success or failure, a long life or a short one.
For everything has the potential of calling forth in us
a deeper response to our life in God.

Our only desire and our one choice should be this:
I want and I choose what better leads
to God's deepening his life in me.

2. PRAYER BEFORE STUDY

O God, who are truth and the source of all knowledge,
bless our studies which we consecrate to you.

Enlighten our minds, strengthen our memories,
direct our wills towards what is right.

Grant us to seek truth always and make us truly wise.

3. PRAYER AFTER STUDY

O God, infinite wisdom and the source of all knowledge,
grant that we may remember what we have learned.

We offer you our work and endeavours, our failures and
successes.

Forgive us our shortcomings and give us the courage to follow
always the path of truth.

4. THE PRAYER OF A LEADER

Lord, make me an instrument of your peace;
where there is hatred, let me sow love;
where there is injury, pardon;
where there is doubt, faith;
where there is despair, hope;
where there is darkness, light;
where there is sadness, joy.

O divine Master,

grant that I may not so much seek
to be consoled as to console;
to be understood as to understand;
to be loved as to love;
for it is in giving that we receive;
it is in pardoning that we are pardoned;
and it is in dying that we are born to eternal life.

5. NIGHT PRAYER

My God, after the turmoil of the day

I come into the stillness and peace of your presence.

Thank you, Father,

for all the favours you have granted me.

You have sent me into this world with an assignment.

You have given me talents, not to bury, but to work with
for your service and honour.

Now the day is gone, and I bring you my work.

Let me examine it with your eyes objectively.

(Run through the day and see the good done and evil
committed.)

O God,

I love you with my whole heart and above all things.

I am very sorry for having offended you because
you are so good.

I firmly resolve not to offend you any more.

And I shall do whatever you ask of me.

6. A NEPALI CHILD'S PRAYER

O God, be kind to me:
I am Your child.
Never be harsh to me,
Be always mild.

Teach me to read books.
Teach me to play.
Teach me to serve my country.
Teach me to pray.

Teach me to love Nepal,
My motherland;
Teach me to serve my parents
With heart, head and hand.

Let me respect my teachers
Until I die.
May I not be proud;
May I never lie.

Teach me to be fearless,
Give me good health.
Give me good character;
Rather than wealth.

Teach me to do my sums,
Teach me science too.
Teach me to help the poor;
Make me like you.

O God, be kind to me,
I am Your child.
Never be harsh to me,
Be always mild.

by R.L. Singh

राष्ट्रिय गान

सयौं थुँगा फुलका हामी, एउटै माला नेपाली
सार्वभौम भई फैलिएका, मेची महाकाली ।

प्रकृतिका कोटीकोटी सम्पदाको आँचल
वीरहरूका रगतले स्वतन्त्र र अटल ।

ज्ञानभूमि, शान्तिभूमि तराई, पहाड, हिमाल
अखण्ड यो प्यारो हाम्रो मातृभूमि नेपाल ।

बहुल जाति, भाषा, धर्म, संस्कृति छन् विशाल
अग्रगामी राष्ट्र हाम्रो जय जय नेपाल ।

रचना : व्याकुल माइला

SCHOOL ANTHEM

From the snows of old Mount Everest
to the plains of Hindustan.
We love our country's beauty,
and never hurt anyone
We must fight for right and freedom,
for the great and for the small.
We love to claim the title of the
children of dear Nepal.
Northern mounts of the Himalayas,
southern fields of the Tarai, western woods of Mahakali,
eastern Mechi streaming by.
Sing St Xavier's song of glory
Kathmandu can hear our cry.
Live for God Lead for Nepal, Jai Nepal, Jai Jai Nepal – 3

SCHOOL SONGS (NEPALI)

स्कूल गीत १

हाम्रो प्यारो राम्रो स्कूल सेन्ट जेभियर्स, सेन्ट जेभियर्स
ज्ञानको बत्ती बालिदेऊ सेन्ट जेभियर्स, सेन्ट जेभियर्स ।

एक भएर पढ्छौं हामी, एक भएर बढ्ने छौं (२)
करोड दियोको घाम बनेर देश उज्यालो पार्ने छौं (२)
अन्धकारमा बाटो देखाऊ सेन्ट जेभियर्स, सेन्ट जेभियर्स ।
ज्ञानको बत्ती बालिदेऊ सेन्ट जेभियर्स, सेन्ट जेभियर्स ।

हाम्रो सानो मुठ्ठीभित्र भोलिको यो देश हेर (२)
हामीलाई विद्या बुद्धि सिकाई कालो मैलो भेस फेर (२)
सत्य एकता प्रेम सिकाऊ सेन्ट जेभियर्स, सेन्ट जेभियर्स ।
ज्ञानको बत्ती बालिदेऊ सेन्ट जेभियर्स, सेन्ट जेभियर्स ।

रचना सङ्गीत : गोपाल योञ्जन
सङ्गीत संयोजन : पूर्ण नेपाली

स्कुल गीत - २

सेन्ट जेभियर्स..... सेन्ट जेभियर्स.....

बिन्ती हात फैलाई,

हर पललाई, दिन दिनलाई

जीवनभरिलाई,

अन्तर दिलमा ज्योति देऊ, अन्तरात्मा खोली

ज्ञानको बत्ती बालेर, सत्य सुन्दर बोली.....

कर्तव्यको पथमा हिँडेर देशको निम्ति केही गरूँ

ज्ञानको विज्ञानको पाउ मोडेर देशलाई केही दिन सकूँ

सत्य अहिंसा प्रेम फैलाई देश उज्यालो पार्न सकूँ

अन्तर दिलमा ज्योति.....

मेची कालीको पसिना बगाई नेपाल हरियो पार्ने छौँ ।

दियो दयाको बाली सबैलाई बाँच्ने सहारा दिने छौँ ।

बाँची प्रभुको लागि हामी देशको लागि मर्ने छौँ ।

अन्तर दिलमा ज्योति.....

रचना : श्री जगत राई

सङ्गीत : श्री दीव्य खालिङ्ग, पी.

सन्त फ्रान्सिस जेभियर्स गीत - ३

सन्त फ्रान्सिस जेभियर्स धन्य छौ तिमी
बोलाहट पाउँदा समर्पित बनी
घर संसार त्याग्यौ दैवको योजना
विश्वमा छन्यौ सु-सन्देश सेवा
सन्त फ्रान्सिस जेभियर्स.....

दाखबारी ठुलो खेताला थोरै
पसिना दियौ वचन छुदै....२
थाकेनौ कहिल्यै यात्रामा तिमी
सार्थक बन्यौ जीवनमा तिमी..२
सन्त फ्रान्सिस जेभियर्स.....

तिमीले टेक्यौ धर्तीमा पाइलो
पछ्याउँदै हिँड्छौ त्यो प्रेरणा तिम्रो...२
विश्वास रोप्यौ शिक्षाको घाममा
आदर्श लेख्यौ यो हाम्रो मनमा....२
सन्त फ्रान्सिस जेभियर्स.....

रचना : भीम राई
सङ्गीत : पूर्ण नेपाली

सेन्ट जेभियर्स स्वर्णजयन्ती गीत - ४

सेन्ट जेभियर्स स्कुलका हामी विद्यार्थी
मनाउँदै छौं आज आफ्नै स्वर्णजयन्ती
भरोसा छ भविष्यमा, विगतलाई सम्मान
यही हो हाम्रो मूल मन्त्र, यही हो हाम्रो आह्वान

संस्थापक हुन् फादर मोरान, सञ्चालक छन् फादर
पढाइसँगै दिन्छ यसले बाँच्ने चोखो आधार
मानसिक, धार्मिक, शारीरिक र बौद्धिक
विकासमा जोड दिने यसको पन छ मौलिक ।

देशैभरि फैलेका छन् आज यसका शिक्षार्थी
कोही डाक्टर, इन्जिनियर, कोही गर्छन् राजनीति
मान्छे भई मान्छेको गर्नुपर्छ शुश्रूषा
यही हो मर्म शिक्षाको, यही हो हाम्रो मनसुवा

रचना : दिनेश अधिकारी

सङ्गीत : सुदेश शर्मा

स्कुल गीत - ५

सौभाग्यले म यहाँ जन्में
सेन्ट जेभियर्स तिम्रो काखमा हुकै
अटुट सम्बन्ध भो अटुट मिलन भो ।

साना-साना आँलाहरू छन् सानै छ दृष्टिहरू
अज्ञानतालाई ज्ञानमा बदल्न आएका हामीहरू
सेन्ट जेभियर्स, सेन्ट जेभियर्स, सेन्ट जेभियर्स ।

तिम्रै माया-ममताबाट हुने छाँ भोलि ठुला
तिम्रै पवित्र शिक्षाबाट पाएका छाँ ज्ञानका कुरा
सेन्ट जेभियर्स, सेन्ट जेभियर्स, सेन्ट जेभियर्स ।

शब्द सङ्गीत : सुदेश शर्मा

स्कुल गीत - ६

जसले ज्ञानको ज्योति जगायो, अज्ञानताको अँध्यारो भगायो ।

तिम्रो पवित्र नाम सम्झँदा, श्रद्धाले हर्षको आँसु रसायो ।

एउटै छ हाम्रो वन्दना विशेष

लाखौं वर्ष बाँच सेन्ट जेभियर्स ।

तिम्रो सपनामा रङ्ग भर्न पाऊँ, देशको प्रगतिमा दङ्ग पर्न पाऊँ ।

ईश्वर, मानव र मुलुकको सेवा गरेर आमाको काखमा मर्न पाऊँ ।

एउटै छ हाम्रो वन्दना विशेष

लाखौं वर्ष बाँच सेन्ट जेभियर्स ।

अध्ययन, इमान्दारिता र उत्कृष्टता, चाहिन्छ नेतृत्व र गतिशीलता

सत्य, न्याय र दुःखीको आवाज बोल्छौ,

यही हो हाम्रो साझा प्रतिबद्धता ।

एउटै छ हाम्रो वन्दना विशेष

लाखौं वर्ष बाँच सेन्ट जेभियर्स ।

रचना : एस्पी कोइराला

सङ्गीत : सुदेश शर्मा

स्कुल गीत - ७

हामी एउटै ईश्वरका वरदान मानव जाति
शिक्षाबाटै सेन्ट जेभियर्समा आऊ जुटाँ साथी ।

ईश्वरीय सेवा अनि मानवीय हित
ज्ञान र सीपको विकासमा बनी दत्तचित्त
असल व्यक्ति निर्माण हो हाम्रो अभिभारा
आऊ मिलाऊ हातमा हात शिक्षाप्रेमी सारा ।

अन्याय र अशिक्षाको पहाड पन्छाएर
सेवामा नै समर्पित मन एउटै बनाएर
चाहनामा शिक्षा स्वास्थ्य समृद्धि र शान्ति
फिँजाउने छाँ यो देशको मुहारमा कान्ति

विना स्वार्थ सेवाभावले जेजुइट संस्थाबाट
विद्यालय सञ्चालन र शिक्षा प्रदान भा छ
आफ्नो लागि भन्दा बढी अरुको लागि बाँचाँ
हाम्रो प्यारो सेन्ट जेभियर्स मुटुभिन्नै साँचाँ ।

रचना : रमेश बी. जी.

सङ्गीत : सुदेश शर्मा

स्कूल गीत - ८

ज्ञान दिने शिक्षा दिने मेरो सेन्ट जेभियर्स २
बुद्धि विवेक बढाउने मेरो सेन्ट जेभियर्स २

ज्ञान दिने शिक्षा दिने मेरो सेन्ट जेभियर्स २
बुद्धि विवेक बढाउने मेरो सेन्ट जेभियर्स २

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ल ल ल ल ल ल ल

लेख्नु पढ्नु श्रम गर्नु कर्म हो
बा-आमाको सेवा गर्नु ठुलो धर्म हो
लेख्नु पढ्नु श्रम गर्नु कर्म हो
बा-आमाको सेवा गर्नु ठुलो धर्म हो

सधैँ पाइला अगाडि लम्काउँछु
लम्काउँछु म
मेरो नाम ज्योति भैं चम्काउँछु
चम्काउँछु म

ज्ञान दिने शिक्षा दिने मेरो सेन्ट जेभियर्स २
बुद्धि विवेक बढाउने मेरो सेन्ट जेभियर्स २

ल ल ल ल ल ल ल
ल ल ल ल ल ल ल

जति धेरै पढिन्छ त्यति जानिन्छ
विद्वान्लाई नै संसारमा ठुलो मानिन्छ

सधैँ पाइला अगाडि लम्काउँछु
लम्काउँछु म
मेरो नाम ज्योति भैं चम्काउँछु
चम्काउँछु म

ज्ञान दिने शिक्षा दिने मेरो सेन्ट जेभियर्स २
बुद्धि विवेक बढाउने मेरो सेन्ट जेभियर्स २

सेन्ट जेभियर्समा पढेर ज्ञानी बन्छु म
भविष्यमा प्रगतिको शिखर छुन्छु म

सधैँपाइला अगाडि लम्काउँछु
लम्काउँछु म
मेरो नाम ज्योति भैं चम्काउँछु
चम्काउँछु म

ज्ञान दिने शिक्षा दिने मेरो सेन्ट जेभियर्स २
बुद्धि विवेक बढाउने मेरो सेन्ट जेभियर्स २

ल ल ल ल ल ल ल ५

गीतकार : हरिहर तिमल्सिना

संगीत : राजनराज शिवाकोटी

स्वर : गृष्मा शिवाकोटी,

अरिष्मा शिवाकोटी,

राजनराज शिवाकोटी

स्कुल गीत - ९

सन्त फ्रान्सिस जेभियर गीत

सन्त फ्रान्सिस जेभियर हातमा क्रुस
उदार हृदय असन्दिग्ध दृष्टि
भन्छन् नराख वैरभाव र तुस २
(हर प्राणी हुन् (उनकै सृष्टि)३) २ ।

सारा संसार तिमीले कमायौ
फाइदा के ? आफ्नो आत्मा गुमायौ } २
सन्त इग्नेसियस (घरी घरी बोल्यो)२
हृदय तिम्रो दन्दनी जल्यो ।२

भत्काइ आफ्नो कैयौँ सपना
बनायौ कैयौँको सपना विपना } २
जोड्यौ संसारलाई (इन्द्रेणी सरी)२
शिक्षा प्रेम सद्भावको रङ छरी ।२

शब्द : फादर अमृत राई, एस.जे

सङ्गीत : सुदेश शर्मा

स्कूल गीत - १०

सेन्ट जेभियर्स हिरक जयन्ती गीत

शिर माथिको मुकुट मणि हो सेन्ट जेभियर्स हाम्रो }
विश्वभरिकै गौरव पनि हो सेन्ट जेभियर्स हाम्रो । }

दिई चेतना सुतिरहेका आत्मालाई जगाउने }
करुणा दया मनमा उब्जाई परमात्मालाई चिनाउने }
शिक्षाको ज्योति जलाई सक्षम नागरिक जन्माउने
विश्वसम्पदा हुन समर्पित आदर्श मानव बनाउने ।

शिक्षाको मन्दिर ज्ञानको धनी हो सेन्ट जेभियर्स हाम्रो
विश्वभरिकै गौरव पनि हो सेन्ट जेभियर्स हाम्रो ।

शेषनागले पनि सक्दैनन् गर्न जसको बखान
कसरी सक्छौं मानव हामी गर्न यसको बयान
सूर्यलाई बत्ती देखाए सरी हुनेछन् प्रयत्न सबै नै
फिक्का हुनेछन् अनि निरर्थक हाम्रा प्रयत्न सबै नै ।

दुर्लभ अमूल्य हिराको कनी हो
सेन्ट जेभियर्स हाम्रो सेन्ट जेभियर्स हाम्रो

रचना : चेतन कार्की

सङ्गीत : सुदेश शर्मा

SCHOOL SONGS (ENGLISH)

WE SHALL OVERCOME - 1

We shall overcome – 2
We shall overcome some day. O deep in my heart,
I do believe, we shall overcome some day.
We'll walk hand in hand – 2
We'll walk hand in hand some day.
O deep in my heart, I do believe.
We'll walk hand in hand some day.
We are not afraid – 2. We are not afraid today.
O deep in my heart, I do believe,
We are not afraid today
We shall live in peace – 2. We shall live in peace some day.
O deep in my heart, I do believe,
We shall live in peace some day.
We shall stand together – 2. We shall stand together some day.
O deep in my heart, I do believe
We shall stand together some day.

THIS LITTLE LIGHT OF MINE - 2

This little light of mine, I'm gonna let it shine – 3
Let it shine – 3
Hide it under a bushel oh! no }
I'm gonna let it shine } 3
Let it shine – 3
All around the school, I'm gonna let it shine – 3
Let it shine – 3
For the poor and hungry folk }
I'm gonna let it shine } 3
Let it shine – 3

IT'S I - 3

It's I, It's I, It's I who build community – 3
* It's I who build community. } 2
Roll over the ocean, roll under the sea,
It's I who build community
It's you.....
It's they.....
It's we.....
It's love.....

UMA PALOMA BLANCA – 4

When the sun shines on the mountain
and the night is on the run,
it's a new day, it's a new way,
and I fly up to the sun.
 I can see the morning sunlight
 I can smell the new mown hay
 I can hear God's voices calling
* for my golden skylight day.
Una paloma blanca, I'm just a bird in the sky.
Una paloma blanca, over the mountains I fly.
Yes no one can take my freedom away – 2

Once I had a share of losing.
for they locked me on a chain.
Yes they tried to take my power,
O, I still can feel the pain.
 When the sun shines on the mountain
 and the night is on the run,
 it's a new day, it's a new way,
 and I fly up to the sun.

WHEN THE WORLD IS DARK – 5

Counting colours in the rainbow
When the sun has made the rainbow
in all the colours, I see above me,
I count the blessings of someone who loves me

2

* When the world is dark with stormy weather }
should we fear and tremble never, never. }
Someone who takes care of us for ever
paints a lovely miracle on high.

Counting colours in the rainbow
every time the clouds of grey go
the thrill it gives me, to know that with me
there are a million who can share my rainbow.

IF YOU MISS THE TRAIN – 6

If you miss the train I'm on,
you will know that I am gone.
You can hear the whistle blow
a hundred miles.
A hundred miles – 4
you can hear the whistle blow a hundred miles.

We are one, we are two, we are three,
we are four, we are five hundred miles
away from home. Away from home – 4
We are five hundred miles away from home.

Not a shirt on my back
not a penny to my name,
Lord I can't go back home, this a-way.
This a-way – 4
Lord I can't go back home, this a-way.

TOP OF THE WORLD - 7

Such a feeling's coming over me,
There is wonder in 'most everything I see,
Not a cloud in the sky, got the sun in my eyes.
And I won't be surprised if it's a dream.
Everything I want the world to be
Is now coming true especially for me
And the reason is clear, it's because you are here,
You're the nearest thing to heaven that I've seen.

I'm on the top of the world, looking down on creation
And the only explanation I can find
Is the love that I've found every since you've been around.
Your love put me at the top of the world.

Something in the wind has learned my name
And it's telling me that things are not the same.
In the leaves on the trees and the touch of the breeze
There's a pleasing sense of happiness for me.
There is only one wish on my mind,
When this day is through I hope that I will find
That tomorrow will be just the same for you and me.
All I need will be mine if you are here. I'm on the top...,

LEAN ON ME - 8

Sometimes in our lives we all have pain, we all have sorrow,
But if we are wise we know that there's always tomorrow.

2. Lean on me when you're not strong
and I'll be your friend, I'll help you carry on,
For it won't be long till I'm gonna need
Somebody to lean on.
3. Please swallow your pride, if I have faith you need to
borrow,
For no one can feel those of your needs that you won't let
show.
4. Just call on me, brother, when you need a hand,
We all need somebody to lean on.
I just might have a problem that you'll understand,
We all need somebody to lean on.

(Repeat 2 and 4)

5. If there is any load you have to bear that you can't carry,
I'm right up the road and I'll share your load, if you just call
me.
Call me if you need me, call me when you want me (2)

"Every Tiny Star" - 9

Every tiny star that twinkles in the night sky
Every drop of morning dew
Every spark of fire blazing in the furnace
Every captivating view
Every rainbow in the sky every pretty butterfly
Tells the fascinating news to those who dare to hope

And the message is
God still loves the world, God still, still loves the world
So throw your life into his hands,
Day by day discern his plans
God is passionately busy loving you and me

Every ocean wave that breaks upon the seashore
Every stalk of golden wheat
Every silver stream that gushes down the mountains
Every drop of honey sweet
Every eagle flying high
Every worm that wriggles by
Tells the fascinating news to those who dare to hope

And the message is God still loves the world,
God still, still loves the world
So throw your life into his hands,
Day by day discern his plans
God is passionately busy loving you and me

Make me a channel of your peace - 10

Make me a channel of your peace.
Where there is hatred let me bring your love.
Where there is injury, your pardon, Lord
And where there's doubt, true faith in you.

Cho: Oh, Master grant that I may never seek...
So much to be consoled as to console
To be understood as to understand
To be loved as to love with all my soul.

Make me a channel of your peace
It is in pardoning that we are pardoned
In giving to all men that we receive
And in dying that we're born to eternal life.

Cho: Oh, Master grant that I may never seek...

Make me a channel of your peace
It is in pardoning that we are pardoned
In giving to all men that we receive
And in dying that we're born to eternal life.

Cho: Oh, Master grant that I may never seek...

IT'S A SMALL WORLD-11

It's a world of laughter, a world of tears
its a world of hopes, its a world of fear
theres so much that we share
that its time we're aware
its a small world after all

CHORUS:

its a small world after all
its a small world after all
its a small world after all
its a small, small world

There is just one moon and one golden sun
And a smile means friendship to everyone.

Though the mountains divide
And the oceans are wide
It's a small, small world

CHORUS:

its a small world after all
its a small world after all
its a small world after all
its a small, small world

Count your blessings-12

1. When upon life's billows you are tempest-tossed,
When you are discouraged, thinking all is lost,
Count your many blessings, name them one by one,
And it will surprise you what the Lord has done.
Refrain:
Count your blessings, name them one by one,
Count your blessings, see what God has done!
Count your blessings, name them one by one,
*Count your many blessings, see what God has done.
[*And it will surprise you what the Lord has done.]
2. Are you ever burdened with a load of care?
Does the cross seem heavy you are called to bear?
Count your many blessings, every doubt will fly,
And you will keep singing as the days go by.
3. When you look at others with their lands and gold,
Think that Christ has promised you His wealth untold;
Count your many blessings-*money cannot buy
Your reward in heaven, nor your home on high.

4. So, amid the conflict whether great or small,
Do not be discouraged, God is over all;
Count your many blessings, angels will attend,
Help and comfort give you to your journey's end.

THANK YOU FOR EVERYTHING THAT I HAVE-13

[Verse]

In the morning, I thank You for the breath that I have
The new strength, the good hope, Your light on my path
In the morning, I thank You for the life that I have
The blessing, the family, the roof on my head
In the morning, I thank You for everything that I have

[Chorus]

Thank You, Lord, thank You
You are kind and good to me
Thank You, Lord, thank You
Thank You for everything that I have

[Verse]

In the evening, I thank You for all the things of this day
The sunshine, the moonshine, they shine on my path
In the evening, I thank You for the love that I have
The blessing is so amazing, it covers my heart
In the evening, I thank You for everything that I have

[Chorus]

You, Lord, thank You
You are kind and good to me
Thank You, Lord, thank You
Thank You for everything that I have

[Chorus]

Thank You, Lord, thank You
You are kind and good to me
Thank You, Lord, thank You
Thank You for everything that I have

Name_____ R. N.____ Cl. ____Sec. ____

PRINCIPAL'S REMARKS

The diary must be shown to the Principal on the next class day.

[illegible]

Name_____ R. N.____ Cl. ____Sec. ____

CLASS TEACHER'S REMARKS

The diary must be shown to the Class Teacher on the next class day.

[illegible]

Name_____ R. N._____ Cl. ____Sec. ____

CLASS TEACHER'S REMARKS

The diary must be shown to the Class Teacher on the next class day.

Date	Remarks	Class Teacher's Signature		Signature of Guardian

Name_____R. N._____Cl. ____ Sec.____

STAFF REMARKS

Subject

The subject teacher will make a note below when a student does not do the homework. The Parents or guardians are expected to sign their initials. Without their counter signature, the student will not be allowed to attend the classes. The diary must be shown in the class to the teacher who made the remark.

[illegible]

Name_____ R. N. _____ Cl. ____ Sec. ____

STAFF REMARKS

Subject

The subject teacher will make a note below when a student does not do the homework. The Parents or guardians are expected to sign their initials. Without their counter signature, the student will not be allowed to attend the classes. The diary must be shown in the class to the teacher who made the remark.

[illegible]

Name_____ R. N. _____ Cl. ____ Sec. ____

STAFF REMARKS

Subject

The subject teacher will make a note below when a student does not do the homework. The Parents or guardians are expected to sign their initials. Without their counter signature, the student will not be allowed to attend the classes. The diary must be shown in the class to the teacher who made the remark.

[illegible]

Name_____ R. N. _____ Cl. ____ Sec. ____

STAFF REMARKS

Subject

The subject teacher will make a note below when a student does not do the homework. The Parents or guardians are expected to sign their initials. Without their counter signature, the student will not be allowed to attend the classes. The diary must be shown in the class to the teacher who made the remark.

[illegible]

Name_____ R. N. _____ Cl. ____ Sec. ____

STAFF REMARKS

Subject

The subject teacher will make a note below when a student does not do the homework. The Parents or guardians are expected to sign their initials. Without their counter signature, the student will not be allowed to attend the classes. The diary must be shown in the class to the teacher who made the remark.

[illegible]

Name_____ R. N._____ Cl. ____ Sec.____

STAFF REMARKS

Subject
The subject teacher will make a note below when a student does not do the homework. The Parents or guardians are expected to sign their initials. Without their counter signature, the student will not be allowed to attend the classes. The diary must be shown in the class to the teacher who made the remark.

Date	Remarks	Class Teacher's Signature		Signature of Guardian

Name_____ R. N._____ Cl. ____ Sec.____

STAFF REMARKS

Subject
The subject teacher will make a note below when a student does not do the homework.
The Parents or guardians are expected to sign their initials. Without their counter signature, the student will not be allowed to attend the classes. The diary must be shown in the class to the teacher who made the remark.

Date	Remarks	Class Teacher's Signature		Signature of Guardian

Name_____ R. N._____ Cl. ____ Sec.____

STAFF REMARKS

Subject
The subject teacher will make a note below when a student does not do the homework.
The Parents or guardians are expected to sign their initials. Without their counter signature, the student will not be allowed to attend the classes. The diary must be shown in the class to the teacher who made the remark.

Date	Remarks	Class Teacher's Signature		Signature of Guardian

Name_____R. N._____Cl. ____ Sec.____

STAFF REMARKS

Subject

The subject teacher will make a note below when a student does not do the homework. The Parents or guardians are expected to sign their initials. Without their counter signature, the student will not be allowed to attend the classes. The diary must be shown in the class to the teacher who made the remark.

[illegible]

Name_____ R. N._____ Cl. ____ Sec.____

STAFF REMARKS

Subject
The subject teacher will make a note below when a student does not do the homework. The Parents or guardians are expected to sign their initials. Without their counter signature, the student will not be allowed to attend the classes. The diary must be shown in the class to the teacher who made the remark.

Date	Remarks	Class Teacher's Signature		Signature of Guardian

Name_____R. N.____Cl. ____ Sec.____

GAMES RECORD / REMARKS

The diary must be shown on the next class day to the staff member who made the remark.

[illegible]

Name_____ R. N. _____ Cl. ____ Sec. ____

GAMES RECORD / REMARKS

The diary must be shown on the next class day to the staff member who made the remark.

[illegible]

Name_____R. N.____Cl.____Sec.____

LATE ARRIVAL RECORD

to be stamped

[illegible]

Parents and Guardians should see to it that their children reach the school on time. Unless this record is filled in by the parents and guardians, the student may be prevented from attending his/her classes.

Name_____R. N._____Cl.____Sec.____

ABSENCE AND LEAVE RECORD

Application for leave upto two consecutive days must be entered briefly in ink.

[illegible]

Parents and Guardians should use this page for explaining the absences of their children from school upto two days. Unless this record is filled in by the parents and guardians, the student may be prevented from attending class.

Name_____ R. N. _____ Cl. ____ Sec. ____

PARENTS' REMARKS

[illegible]

NEWS LETTER RECORD

S. No.	News Letter No.	Parent's Signature	Date
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			

[illegible]

TESTS CYCLE ROUTINE

Whenever a test / exam cannot be held on the specified date / day , it will be held on the next day and the routine will continue thereafter.

TERM I

TEST CYCLE I

TEST CYCLE II

DATE	CYCLE	DAY	SUBJECT/ PERIOD	SUBJECT/ PERIOD	DATE	CYCLE	DAY	SUBJECT/ PERIOD	SUBJECT/ PERIOD

TERM II

TEST CYCLE I

TEST CYCLE II

DATE	CYCLE	DAY	SUBJECT/ PERIOD	SUBJECT/ PERIOD	DATE	CYCLE	DAY	SUBJECT/ PERIOD	SUBJECT/ PERIOD

TERM III

TEST CYCLE I

TEST CYCLE II

DATE	CYCLE	DAY	SUBJECT/ PERIOD	SUBJECT/ PERIOD	DATE	CYCLE	DAY	SUBJECT/ PERIOD	SUBJECT/ PERIOD

TERM EXAM ROUTINE

Whenever a test / exam cannot be held on the specified date / day , it will be held on the next day and the routine will continue thereafter.

TERM I EXAM ROUTINE

DATE	CYCLE	DAY	SUBJECT	SUBJECT
			TIME:	TIME:
	EXAM	1		
	EXAM	2		
	EXAM	3		
	EXAM	4		
	EXAM	5		
	EXAM	6		

TERM II EXAM ROUTINE

DATE	CYCLE	DAY	SUBJECT	SUBJECT
			TIME:	TIME:
	EXAM	1		
	EXAM	2		
	EXAM	3		
	EXAM	4		
	EXAM	5		
	EXAM	6		

TERM III EXAM ROUTINE

DATE	CYCLE	DAY	SUBJECT	SUBJECT
			TIME:	TIME:
	EXAM	1		
	EXAM	2		
	EXAM	3		
	EXAM	4		
	EXAM	5		
	EXAM	6		



Name _____

(This page must be kept up-to-date.)

SCHOLASTIC RECORD

Year

Term I

Subject							MT
English							
Nepali							
Mathematics							
Science & Environment/ Tech.							
Social Std. & M. Value							
Optional: Mathematics/ Economics							
Computer/ Accountancy							
Health/ Population & Environment Edu.							
Environmental Science & Health Edu.							
Health & Physical Education							
Value Education/ Catechism							
Media Education							
General Knowledge							
Business Occupation							
Art							
Music/ Dance							
ABSENCES							
Class Teacher's Signature							
Parent's Signature							
DATE							

Roll No. _____ Class _____ Sec. _____

[illegible]

Name _____

(This page must be kept up-to-date.)

SCHOLASTIC RECORD

Year

Term II

Subject							MT
English							
Nepali							
Mathematics							
Science & Environment/ Tech.							
Social Std. & M. Value							
Optional: Mathematics/ Economics							
Computer/ Accountancy							
Health/ Population & Environment Edu.							
Environmental Science & Health Edu.							
Health & Physical Education							
Value Education/ Catechism							
Media Education							
General Knowledge							
Business Occupation							
Art							
Music/ Dance							
ABSENCES							
Class Teacher's Signature							
Parent's Signature							
DATE							

Roll No. _____ Class _____ Sec. _____

[illegible]

Name _____

(This page must be kept up-to-date.)

SCHOLASTIC RECORD

Year

Term III

Subject							MT
English							
Nepali							
Mathematics							
Science & Environment/ Tech.							
Social Std. & M. Value							
Optional: Mathematics/ Economics							
Computer/ Accountancy							
Health/ Population & Environment Edu.							
Environmental Science & Health Edu.							
Health & Physical Education							
Value Education/ Catechism							
Media Education							
General Knowledge							
Business Occupation							
Art							
Music/ Dance							
ABSENCES							
Class Teacher's Signature							
Parent's Signature							
DATE							

Name _____

SCHOLASTIC RECORD
CLASSES 11 & 12

Year

Subject							UT
English							
Nepali							
Mathematics							
Physics							
Chemistry							
Biology							
Computer Science							
Accounting							
Economics							
Social Studies & Life Skill							
Business Mathematics							
Media Education							
ABSENCES							
Class Teacher's Signature							
Parent's Signature							
DATE							

Roll No. _____ Class _____ Sec. _____

[illegible]

Name _____

SCHOLASTIC RECORD
CLASSES 11 & 12

Year

Subject							UT
English							
Nepali							
Mathematics							
Physics							
Chemistry							
Biology							
Computer Science							
Accounting							
Economics							
Social Studies & Life Skill							
Business Mathematics							
Media Education							
ABSENCES							
Class Teacher's Signature							
Parent's Signature							
DATE							

Name _____

SCHOLASTIC RECORD
CLASSES 11 & 12

Year

Subject							UT
English							
Nepali							
Mathematics							
Physics							
Chemistry							
Biology							
Computer Science							
Accounting							
Economics							
Social Studies & Life Skill							
Business Mathematics							
Media Education							
ABSENCES							
Class Teacher's Signature							
Parent's Signature							
DATE							

Cycle _____ Day _____ Date _____

SUBJECT	WRITTEN WORK

Teacher's Signature _____ Parent's Signature _____

Cycle _____ Day _____ Date _____

SUBJECT	WRITTEN WORK

Teacher's Signature _____ Parent's Signature _____

Cycle _____ Day _____ Date _____

SUBJECT	WRITTEN WORK

Teacher's Signature _____ Parent's Signature _____

Cycle _____ **Day** _____ **Date** _____

SUBJECT	WRITTEN WORK

Teacher's Signature _____ Parent's Signature _____

Cycle _____ **Day** _____ **Date** _____

SUBJECT	WRITTEN WORK

Teacher's Signature _____ Parent's Signature _____

Cycle _____ **Day** _____ **Date** _____

SUBJECT	WRITTEN WORK

Teacher's Signature _____ Parent's Signature _____