



SHERWOOD CONVENT SCHOOL

AFFILIATED TO CBSE DELHI



PROSPECTUS

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ABOUT THE SCHOOL

Sherwood Convent School is a vision envisaged and accomplished by our Founder Chairman Late Mr. M. L. Malik in 1993. The humble sapling has now grown into a highly progressive and enterprising school pledged to providing quality education with parallel emphasis on our rich traditional values.

Besides academic excellence, the school is committed to inculcating in all its students ethical values of integrity, politeness, kindness and respect for elders. Here education is imparted to foster confidence, discipline, clarity of thought and instill decision - making ability to set and achieve goals, and above all, social responsibility as a life - long process.

Sherwood Convent School - takes pride in providing a caring atmosphere to all its students, just apt for the young minds to be nurtured. It aims to develop scholarly students with great self discipline, intense perseverance and a zeal to excel which are the qualities required to meet the challenges of the modern society. The school seeks your utmost co - operation and support at all times to achieve the high standards set.



Academic information

Sherwood Convent School is a co - educational public school affiliated to C.B.S.E. with English as the medium of instruction. Established in 1993, the school has progressed tremendously and is equipped with all the modern facilities required for educational excellence.

The school has a minimal student - teacher ratio. A committed teaching staff and an able administrative team give effective support to management for the successful functioning of the school.



the house system

The entire school is divided into 4 houses - Encounter, Endeavour, Enterprise and Endurance. Each child is allotted a house at the time of joining the school and inter - house activities form an integral part of the school calendar. Each house is also assigned duties on a weekly basis which cater to the discipline of the school, organising morning assembly and hosting of functions pertaining to religious / national festivals.



the curriculum

The school curriculum is based on the educational needs of the children within the requirements of the C.B.S.E, Board examinations. The curriculum aims to promote a comprehensive educational programme which shall equip the students with thorough knowledge and strong values. It also aims at instilling confidence in the students to face the Board examination effectively. The syllabus of each class is carefully planned to ensure that the child acquires a sound knowledge of basic concepts in all the subjects.

The learning process is further enriched by the teacher designed work - sheets which are regularly provided to the children. Besides, the visual medium also forms an integral part of the curriculum to enhance student learning.

The school curriculum includes English, Hindi, Sanskrit, French, Computer Science, Physical Education, Music and Art as subjects. The curriculum for classes 1 - 7 includes General Knowledge and Moral Science too.



Streams offered for XI & XII

SCIENCE :

A. Non - Medical : English, Physics, Chemistry, Mathematics, Computer science / Physical Education / Economics.

B. Medical : English, Physics, Chemistry, Biology, Mathematics / Computer science / Physical Education / Economics.

COMMERCE :

English, Business Studies, Accountancy, Economics, Mathematics / Computer Science / Physical Education.

examination

The examination pattern has been designed totally in tandem with C.C.E. (Continuous & Comprehensive Evaluation) as prescribed by C.B.S.E. :

Classes I to V : Four formative Assessments shall be held in the month of July, September, December and March involving Continuous and Comprehensive Evaluation in writing, reading, assignments, activities and projects as per C.B.S.E. guidelines.

Classes VI to X : Four formative Assessments shall be held in the month of May, July, November and January involving Continuous and Comprehensive Evaluation in writing, reading, assignments, activities and projects. Two summative Assessments involving full - length written exams shall be held in September and March as per C.B.S.E. guidelines.

Class XI : Unit tests and examinations would be held alternatively in the months of July, September, December and February to facilitate extra teaching time in the month of March for Class XII.

Class XII : Besides the above mentioned tests and examinations, constant revision tests and preparatory examinations are also held to make the children fully confident to face the board exams.



co - curricular activities

An equal and paramount importance is given to co - curricular activities besides the interhouse activities to achieve an all - round personality development of the students. Children are encouraged and motivated to participate in various other activities related to music, dance, art and sports. The students are also made to participate in many inter - school competitions, which range from debates and quizzing to music and sports.

The sports segment is efficiently managed by the physical instructors who impart a comprehensive physical education programme. The school takes pride in offering various sports facilities like table tennis, cricket, volleyball, badminton, etc. Besides, the school has a Taekwondo and Yoga instructors who impart skills related to the martial art & yoga to the students of our school.

The multifaceted activities of the school also include the NIE programme organized by the Times of India group. NIE members are given free newspapers on all working days as per the norms. The NIE programme gives education a new dimension providing the students with diverse avenues to explore, develop and exhibit their talent.



special assemblies

Assembly is held twice a week-on Tuesday and Thursday for Seniors, Monday and Wednesday for Juniors. The importance of our rich tradition and history is inculcated through Special Assemblies conducted on the occasion of all festivals.

As part of the routine, assemblies also involve class presentations on different topics and also presentations from various clubs (Environment Club, Yoga Club, Dramatics and Debate Club).



general information

Parents / Guardians are not permitted to go to the classrooms to meet teachers. They can meet the teachers during Parent - Teacher meetings (Open Houses).

In case of emergency parents can meet the teachers after taking special appointment with the permission of the Principal.



parents & school

Sherwood Convent School firmly believes that a healthy relationship with parents is critical to our student's success. Therefore, it is imperative to have a regular and meaningful communication between school and home. In order to facilitate this regular Parent - Teacher meetings are held to discuss the progress and welfare of the children. Besides, there is regular communication through circulars and children's diaries.



facilities

The school is situated in the most conducive and calm locality surrounded by lush greenery. The classrooms are spacious and the school is equipped with modern and well - maintained facilities like :

well maintained Computer Labs (Junior / Primary /Senior)

Spacious Play ground

Well stocked Library

Hygienic Canteen

Generator

Well equipped Science Labs

GPS Enabled Transport with lady attendants

CCTV

Smart Boards, 3D Lab

Aqua Guard Equipped water coolers



awards

The school has instituted various awards for the students in academics, games and sports in the form of medals, trophies, cups and certificates to constantly encourage the children to deliver their best.



admission procedure

class I onwards

Applicants for admission into the school must register themselves and students are admitted on the basis of assessment and interview. Admitted candidates are required to submit a copy of Birth certificate and original Transfer certificate from a recognized institution along with the admission form.

pre - nursery, nursery, preparatory

Applicants are granted admission on the basis of interview. The date of birth of the admitted candidates must be supported by birth certificate in original issued by the Municipal Corporation along with a certified photostat copy thereof. The age criteria for eligibility to admission as on 1 st April is as follows :

Pre - Nursery	2 years 6 months
Nursery	3 years 3 months
Preparatory	4 years 3 months



school fees

School fees are charged quarterly in the months of April, July, October and January of the academic year and the same have to be paid by the 10th of the month. A late fee of Rs. 10 per day will be charged beyond the prescribed date. Name of the student will be struck off the rolls if the fees is outstanding beyond the last day of the month. 50% of the normal admission fee will be charged for re - admission. The decision of re - admission is entirely at the discretion of the Principal.

* Admission fee is non-refundable



school uniform

ON WEDNESDAY THE STUDENTS NEED TO WEAR

SUMMER : White Skirt / Shorts / Trousers / House T-Shirts / White House Socks / White Shoes

WINTER : White Skirt / Shorts / trousers / White Full - Sleeved Shirt / White House Socks / White Shoes



UNIFORM FOR CLASSES PRE - NURSERY TO XII

BOYS : Navy Blue Shorts / Pants / Light Blue Half Sleeve Shirt / Full sleeve Shirt / School Socks / Black Leather Shoes / School Belt NAVY BLUE CARDIGAN / NAVY BLUE BLAZER

GIRLS : Navy Blue Shorts / Pants / Light Blue Half Sleeve Shirt / Full sleeve Shirt / School Socks / Black Leather Shoes / School Belt NAVY BLUE CARDIGAN / NAVY BLUE BLAZER

transport

THE SCHOOL TRANSPORT WILL OPERATE AS PER RULES PRESCRIBED :

- *Details of school transport can be had from the school office.
- *In the event of abrupt discontinuation of school transport, one month transport charges have to be paid in lieu thereof.
- *For any change in bus arrangement, written request stating adequate reason should be made.
- *No student will be allowed to use the bus one way. The bus fee will be charged both ways
- *Transport fee will be charged for 11 months in an academic year.
- *Transport fee is liable to changes from time to time and may be revised at any time during the session.

procedure for withdrawal

- *A clear one month's notice must be given for a ward's withdrawal or one month's school fee is to be paid in lieu of notice.
- *The transfer certificate and security deposit will be released only after all school dues are cleared.



The School reserves the right to remove any of its students on any of the following grounds :

- 1) Irregularity in attendance.
- 2) Disciplinary grounds.
- 3) Non payment of fees,
- 4) Non submission of TC / Birth certificate.
- 5) Moral breach considered serious by school authorities.
- 6) Unsatisfactory progress in academics.

The Security deposit will be refunded on making a formal request along with the original admission receipt, with in two weeks from the date of request, provided all the dues towards the school are cleared. The security deposit, if not claimed within 1 year from last date of absence of the student, will be forfeited.



