

## KOLA PERUMAL CHETTY VAISHNAV BALALAYA

Kola Perumal School Street, 815, Periyar EVR Salai,  
Arumbakkam, CHENNAI - 600 106  
Phone No. PP 2363 1819

**(ISO - 9001 : 2008 certified institution)**

Kola Perumal Chetty Vaishnav Balalaya is managed by Sri Vallabhacharya Vidya Sabha.

### I. CURRICULUM

LANGUAGES : First Language (English) is compulsory for all students

Second Language (Tamil or Hindi) is compulsory for UKG Standard

SUBJECTS : See table below for details

Std.	1	2	3	4	5
LKG	Arith.	Rhymes	Arts & Craft	Bhajans	P.Ed.
UKG	Arith.	Rhymes	Arts & Craft	Bhajans	P.Ed.

### II. FEES

1. After the final selection of candidates, the parents are asked to remit the fee in the extension counter of Karur Vysya Bank situated in the school campus as per the schedule and obtain the receipt for the same (Only for new admissions).
2. Thereafter, a separate counter will be opened by the Karur Vysya Bank in the school campus during the below mentioned dates and the fee can be paid in the school campus itself. The fee challan book will be issued on the announcement of result. This book should be preserved carefully for the whole academic year.

The dates for payment of term fees are as under.

### MODE OF PAYMENT

IV TERMS (April, August, November & February)

Class	Term	Month	Payment Without Fine	Payment With Fine of Rs.20/-
KG & I	I	April	02.04.2009 to 07.04.2009	08.04.2009 to 11.04.2009
II to X & XII	I	April	18.04.2009 to 25.04.2009	27.04.2009 to 30.04.2009
Pre KG to XII	II	August	01.08.2009 to 10.08.2009	11.08.2009 to 12.08.2009 & 14.08.2009
Pre KG to XII	III	November	02.11.2009 to 10.11.2009	11.11.2009 to 14.11.2009
Pre KG to KG	IV	February	01.02.2010 to 10.02.2010	11.02.2010 to 14.02.2010

**Cheque payment is preferred.** Write name, admission number, class, sec. on the back of the cheque and inside the challan.

3. No reminders will be issued for payment of fee.
4. Fee should be paid by the due dates as indicated above.
5. Failure to pay the fee by the due dates will entail payment of fine
  - a) A fine of Rs.200/- from the last due date to the end of that month.
  - b) A fine of Rs.1,000/- will be collected the next month at the discretion of the Management.
6. The fee challan book should be brought every time while paying the fee in the school premises without fail. If the booklet is lost, a new book will be issued on payment of Rs.25/-
7. Cheques / DD in favour of K.P.C.V.S.S.S. SB A/c.34814.
8. Cheques on local banks will only be accepted subject to realisation. If the cheque is returned unpaid, payment will be accepted in cash with the cheque return charges in the school office.
9. During III week of October 2009, parents are requested to bring the fee challan book and make necessary entry in the III Term Fee Challan regarding refund / collection in balance of book deposit a/c in the school office.
10. All kinds of fee (term, examination, bus, coaching class etc.) must be paid in the School office or through the Bank as applicable. Under no circumstances, should fee be sent through any employee of the school.

11. Parents are advised to obtain the receipt for any kind of payment made in the school office.
12. Fee once paid is not refundable.

### III. SCHOOL UNIFORM

No prescribed uniform for Pre-KG. Only informal decent dress. LKG and UKG students admitted to the school shall attend classes wearing school uniform, the particulars of which are as under:

Days	Classes	Boys	Girls	Footwear
Monday	LKG & UKG	White shirt & white shorts	White Frock same pattern as coloured uniform with bloomers	White canvas shoes & white socks
Tuesday to Friday	LKG & UKG	Special grey shorts, light brown checked shirt	Frock Special grey for skirt with brown checked top and bloomers	Black shoes & brown socks

Belt and Identity card to be worn on all days.

### SCHOOL and OFFICE HOURS

- Pre-KG : 9.00 a.m. to 12 noon
- LKG & UKG : 8.40 a.m. to 3.40 p.m.  
(During I Term LKG works only from 8.40 a.m. to 12 noon)
- LUNCH BREAK : 12.10 p.m. to 12.40 p.m.
- All Saturdays are Holidays.**
- OFFICE : 8.15 a.m. to 4.15 p.m.
- Cash Transactions : 8.30 a.m. to 12 noon

### APPEAL TO PARENTS

- i. Ensure that your ward comes to school without wearing costly jewels and ornaments.
- ii. Parents are requested to respond to invitations for all school functions. They should mingle with the teachers and children to give stimulus and encouragement to teachers.
- iii. Utmost importance must be given to personal hygiene.
- iv. a. Parents are requested to meet the teachers only after school hours.

- b. Parents can meet class teachers of Pre-KG on the third Saturday of every month.
- c. Periodic meetings with the class teachers will be allowed with prior permission of the Head of the institution.
- d. No student is allowed to bring and distribute sweets or anything else to his / her classmates without the permission of the Head of the institution.
- v. Students should be collected back from school only by parents or authorised persons with 'Identity Cards'.
- vi. Parents are requested **not to tip** either the **watchman, gardener or ayahs**. This would unnecessarily embarrass other parents.
- vii. Applications for T.C. must be given in writing by parent / guardian in case of need before 20 March of every year.
- viii. In an emergency situation the child will be allowed to leave the school premises only on submission of a request letter by father/mother.

We solicit your co-operation and hope to work together to help in the development of your wards.

**Saturday 06-07-2009 PTA General Body Meeting**

**Saturday 21-11-2009 Sports Day**

**Tuesday 31-03-2010 UKG Convocation**

### K. G. Department - Faculty

- Smt. S. Mythili, B.A., B.Ed., Nursery Training, K.G.Incharge
- Smt. Girija Prakash, Montessori Training
- Smt. J. Gajalakshmi, B.A., P.G.Dip. in E.C.E.
- Smt. R. Nappinnai, M.A., M.Ed., M. Phil.
- Smt. M. Jeyachitra, B.Sc., PGDCA, MHRM
- Smt. R. Kalyani, Nursery Training, K.G. Asst.
- Smt. T. Malathy, B.Sc., Montessori Training
- Smt. Thilaka S. Ganapathy, Montessori Training