

# PROSPECTUS



**GenEX**  
INTERNATIONAL SCHOOL



# GenEX

## INTERNATIONAL SCHOOL

## An Apostle of Education

The aim of Genex International School is to provide the best education to its pupils we are concerned to develop the qualities of integrity, honesty, trust, compassion and tolerance, to see that courage and honesty have their due reward and to promote a spirit of enquiry among the pupil. The Pursuit of Excellence encouraged at Genex International School rests on the positive belief that every individual has capabilities in him/her to produce the work, the quality of which can be described as class One Pupil will find here a well qualified and competent teaching faculty with a wider range of skill and interest. The academic, athletic and aesthetic spirit of excitement, healthy competitiveness and a discipline based on the belief that responsibility comes from freedom and service comes before self in preparing pupil for the next generation.

## Vision

To prepare dynamic and caring citizens of tomorrow, to meet the challenges of a global society, while retaining their traditional values.

## Mission

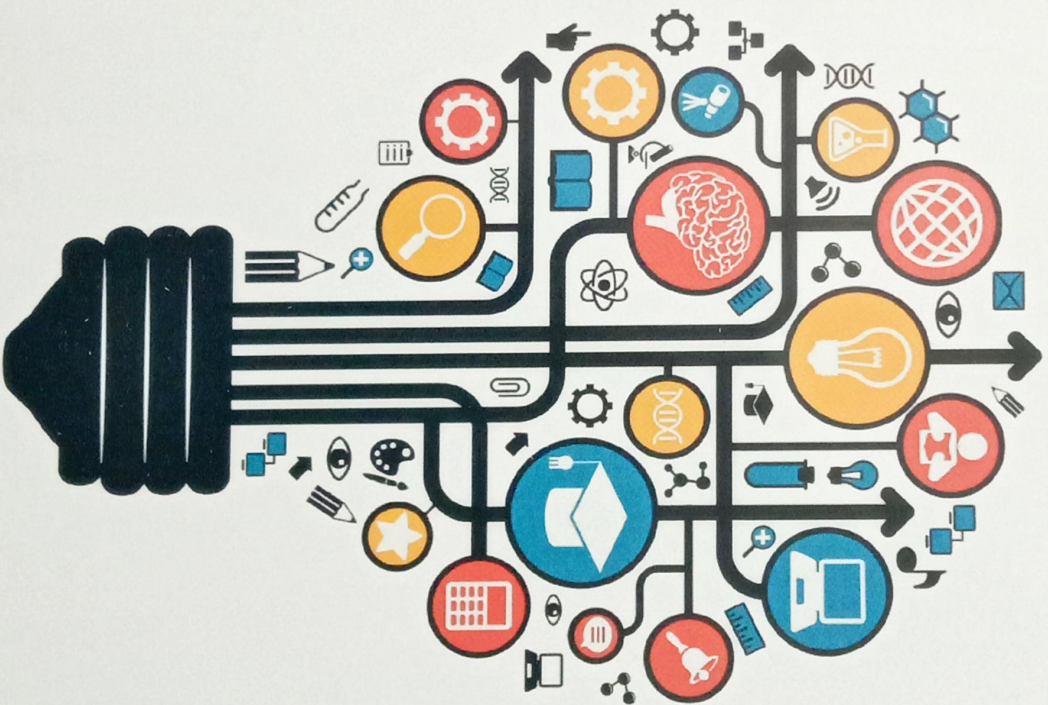
To be a centre for excellence in education which, in keeping with the rich heritage of India, will stress on the simultaneous development of body, mind and spirit, and endeavour to create compassionate, responsible and innovative global citizens, committed to the development of India and the world.



## Motto

### “Be Your Own Light”

The students at The Heritage are encouraged to explore, reach out, and seek answers for themselves. The teachers are encouraged to innovate, guide and, most importantly, become learners first.



## Our Aim

- To accept and respect all individuals without any bias or prejudice, irrespective of differences in origin, religion, ethnicity or otherwise and create an inclusive learning community.
- To help learners exploit their potential to the fullest and help them improve and grow, both academically and personally.
- To provide a dynamic and broad spectrum learning environment that will foster critical thinking skills in students and help them become life-long learners.
- To create an awareness among the learners of their social responsibilities, and equip them with skills to adapt to the changing needs of a global environment.



*Niranjana Kumar Singh*  
(Director)

*From the*  
**Director's Desk**

Dear Parents

"Learning today for a better tomorrow"

As the Director of the school I assure that each and every child of our school grows up with a sense of care and concern for society and environment. Our school encourages a wide spectrum of activities including service to the community through creativity, action and service programmes.

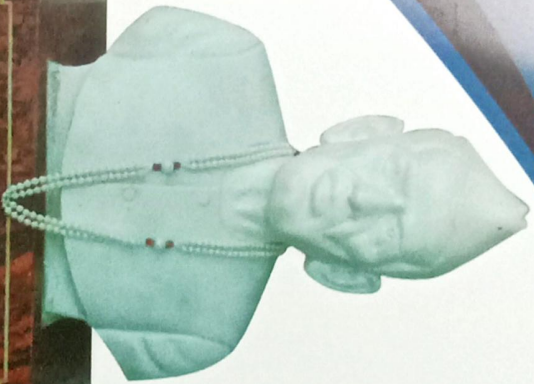
We believe in maintaining a high academic and behavioral standards which are challenging yet attainable the ideals of fair play, social interaction and competitiveness are also encouraged. Our children are respected as individuals who have distinct personalities, abilities and talents. Gradually through recognition and encouragement of these unique qualities, they develop self discipline and competence in an atmosphere which allows them freedom and choice in a safe and nurturing environment.

We prepare the children to be responsible, outstanding and well adjusted citizen of the country, who are at home in today's globalised society.

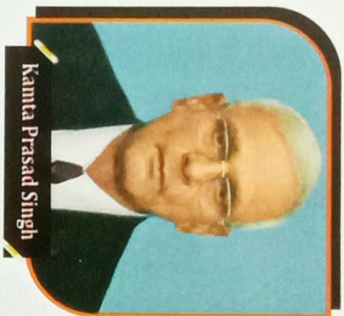
We feel delighted to welcome you to GenEX International School, Dhanbad.

Thank you.

## Our Trustees



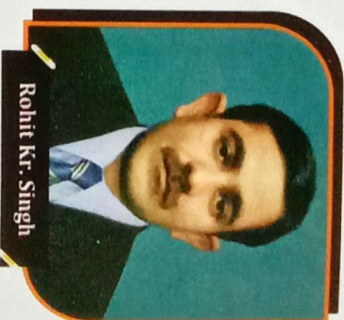
स्व. कालिका प्रसाद सिंह  
प्रधानाध्यापक  
के चरणों में सादर  
समर्पित  
पुण्य तिथि: 11.09.1985



Kamta Prasad Singh



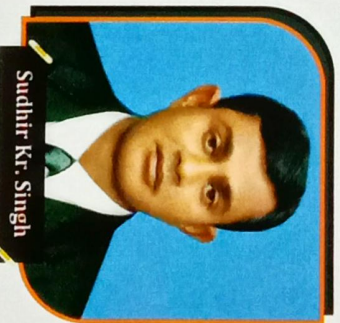
Manoranjan Kumar



Rohit Kr. Singh



Santosh Kr. Singh



Sudhir Kr. Singh



Renu Kumari

## From the Principal's Desk

Every person, sooner or later, goes through a moment or a situation when it seems that he is on the wrong road, and he feels his way of life is in wrong direction. Interaction with the parents and students about their life situations, challenges and success and failures will make us think most deeply to enhance the true meaning and purpose of life. And sadly there is nothing you can do about it, owing to compulsions and constraints beyond your control. You can't retrace your steps or change your road to life; it seems you have crossed the point of no return and you have no choice but to keep on travelling on road of life. Failure follows failure and with repeated failure comes the fear of failure.

It is true, some things are within our control and some things are not. The mind alone can be brought under our control. A number of events do occur in one's life. What disturbs you in life is not events but your attitude towards them. Accept events as they actually happen and you will be at peace with yourself. You must learn to approach life as a banquet and not as a buffet. It becomes then our paramount duty to control the mind and practice total unconcern to the externals. To accept an event is to rise above it, to resent an event is to be overpowered by it. With acceptance comes happiness, with resentment comes misery. Do things the way you think are best and not the way someone else think is best. This glorious attitude of life and knowledge of yourself make you free in a world of dependencies and enables you to flow where God has sown you and to bloom wherever God plants you.

Thus, we tend to every extent to achieve holistic development of our children where we guide students to develop capacities, acquire knowledge and virtues and provide service. We do believe that every child is unique in nature. Therefore, by fostering a conducive environment full of love, care and creativity, we instill our children a desire to learn with emphasis on their social, emotional, physical, aesthetic and intellectual development.

***Arise, awake & stop not till your goal is achieved. -Swami Vivekanand***

**A. K. Pandey**

M.Sc(Mathematics), M.A(English), B.Ed  
Ex-Principal (Dav Public School Kalyanagar Kalyanagar,  
Dhombad, Aurhband-420005

Ex-Assistant Regional Officer (Aurhband Zone-C)

# School Philosophy

We believe in the dignity and worth of each student and recognize the importance of his/her responsibilities to his/her fellow men in the world community.

We believe that everybody should have equal opportunity for education consistent with his/her individual capabilities and with his/her personal and social needs.

We believe that change is constant factor in life therefore education should encourage in students the development of personal values and thinking process which will facilitate their intelligent adaptability a changing society.

Education should factor independent thinking, exploration and experimentation as lifelong process. It is our foremost endeavour of develop in each student the following:-

- A mastery of the Skills of communication and learning.
- The ability to think clearly, logically and independently.
- Understand and appreciation of cultural scientific economic & political ideas and practices;
- good health.



**WHOLE SCHOOL, WHOLE COMMUNITY, WHOLE CHILD**  
A collaborative approach to learning and health

## Age for Admission

Nursery - 3+ years	Std. II - 7+ years
K.G. I - 4+ years	Std. III - 8+ years
K.G. I - 5+ years	Std. IV - 9+ years
Std. I - 6+ years	Std. V - 10+ years

## General Assembly at 8.00 a.m.

Thought for the day  
Student's Speech  
Rhymes by Tintyots  
News Head Lines  
Principal Meet with Children.  
National Anthem

## School Hours

**SUMMER**  
7.00 a.m to 12.30 p.m

**WINTER**  
8 a.m to 01.30 p.m  
Nursery, K.G I, KG II  
7 a.m - 10.30 a.m



# School Rules

1. The School diaries and Id Card ( Bus Pass, if applicable) should be carried by every student to school every day.
2. Parents are requested to avail school bus facility for transportation of their wards. Students who come to school by their own transport, should arrive at school before the start of The Home Room period.
3. The bell before the assembly is a signal for the students to go for the assembly. As soon as they are back in their classes, the students should get their books ready for the first period. They should maintain perfect discipline.
4. Change of classrooms between periods should be done in silence and in an orderly manner.
5. Student should be habitually clean and always neatly dressed. The school uniform should be worn on all working days and for all school functions. Students who are not in proper uniform will not be allowed to enter their classrooms.
6. Non-Skirt boys should get their hair cut at regular intervals. No student is allowed to stylish haircuts. Only general haircut allowed.
7. Only English should be spoken in the school premises. Non-adherence to the rule may lead to heavy fine.
8. Shouting or whistling is not allowed in or around the school building.
9. Throwing of anything at anyone is forbidden.
- 10 Other than text books or library books, no books, magazines, C.Ds, Cassettes should be brought to school without the Principal's permission. Bringing objectionable literature to the school may lead to severe disciplinary action.
11. Lending or borrowing money or any article is not permitted.
12. The school is not responsible for articles lost. It is not advisable to bring valuable articles like expensive watches, fountain pens, transistor radios, tape recorders, calculators, cameras cell phone, I-Pods and jewelry etc. to school.
13. Care must be taken of all school property and no one should scratch or spoil the desks or chairs or damage things belonging to others.
  - a) Damage done even by accident should be reported at once to the class teacher, class monitor/ reps or to the principal.
  - b) Any damage done will be made good by the students concerned together with a fine a fine imposed for such and offence.
  - c) Any one who notices something damaged should report even if her or she does not know who has done it. Students are not allowed to bring any sharp instruments to schools.
14. Bicycle must be locked. Students must not ride around on the school compound on bicycles.
15. Students who come to school under the care of guardian/ attendant rickshaw-puller should never of delay, the should report to the school office.
16. Students are required to go straight back home after school, if found otherwise they are liable to be punished.
17. Students are warned not to buy anything from the street vendors.
18. Students should be polite wherever they go. They should always remember that the school is judged by their conduct. They should greet their teachers when they meet them. Bullying and use of foul language are punishable offences.
19. The school reserves for itself the right to terminate any student whose progress in studies is unsatisfactory or whose conduct is a bad example for others.
20. The name, Class, section of the students should be clearly marked on his/her belongings. Blazers and jerseys should also bear the name of the students.
21. School appointees should wear their respective badges daily.
22. Students are not allowed to come to school by self-driven automobiles or two wheelers.
23. Students must come to school in uniform only. This rule applies even when they come to school for any purpose other than attending classes or even after school hours.
24. Students who borrow uniform, from the school infirmary must return it after cleaning it on the next working day. If the borrowed uniform is not returned on the due date a fine @ Rs. 5/- per day will be charged. If a student takes crepe bandage, a new crepe bandage has to be given in the infirmary.
25. Late arrivals are allowed to attend classes only for the first two times ( a remark will be written in the almanac) in an academin session.
26. Parents are urged to monitor the use of internet especially the social networking sites, if at all used by their wards
27. Bringing cameras, cell phones, electronics audio and video items, I-Pods, fireworks etc; bursting crackers, splashing water or colour in the school premises is strictly forbidden even during festival times. Non compliance of these instructions can result in expulsion from the school.

The school believes in discipline and in firmness, slackness, disobedience and disregard of rules will not be tolerated at any work or action likely to lower the image of the school is regarded as a breach of eh school discipline.

The School reserves the right of expel student whose diligence of progress in studies is considered unsatisfactory or whose conduct is harmful to other students, Immorality, insubordination or contempt of authority and breaking bounds are always sufficient reasons for being expelled or rusticated immediately.

1. Parents are urged not to change the phone/mobile number in a session. If at all there is a change in the address or phone/mobile number the information should reach the school immediately through the Principal. All intimations regarding the change in the student's profile must reach the school office in the month of January itself.
2. Parents must ensure that the mobile number given for sms alerts is functional in order to facilitate communication.
3. Parents must check the school website periodically in order to remain updated with the school activities.
4. Children, when sick, should not be sent to school to attend tests/classes.
5. Children must avoid going home during school hours. Parents are requested to avoid making any social engagements or medical appointments during school working hours.
6. Leave for 1/2 day should not be asked for security reasons. On emergency, written permission must be taken from the Principal and the class teacher and the bus in-charge should be informed accordingly. Students will be handed over to the parents only or on case of any difficulty they may be handed over to the guardian only after he/she submits an authorization letter from the parent.
7. Attention of parents is drawn to the fact that criticism of the teacher or school in the presence of their children should be scrupulously avoided because it causes them to lose respect for their teachers with the consequent failure to learn from them. It further retards his/her progress.



## General Guidelines For Parents/guardians

8. Parents are advised to grant pocket money very judiciously to their wards. the pocket money should not exceed Rs. 5 to 10/-.
9. Should there be any legitimate complaint, please meet the Principal at once or write in a separate letter addressed to him/her. He/she will look into these matters personally.
10. Any Communication made by parents/guardians should be addressed to the principal and not to the class teachers and all correspondence from the school to the parents must be through the Principal.
11. Parents must keep the Achievement record, if issued in safe custody, if the record is lost, a replacement will be made on payment of Rs. 50/-.
12. The name, admission number, class, section and house of the students should be clearly marked on his/her belonging such as bags, blazers, jerseys, etc.
13. Parents are requested to co-operate with the school and ensure that their wards speak in English. A fine may be imposed on the defaulters.
14. The School conducts educational trips and tours to nearby places as well as to places of interest outside the state. These programmes are necessary for the holistic development of the child and as per the prescribed norms. Parents are urged to send their wards as these programmes are part of the project work. Based on the performances of their ward in such activities, marks / grades will be awarded and reflected in the CCE/Achievement record.
15. Parents are requested to co-operate with the school in its attempt to help in the progress of their wards by paying attention to the regularity, punctuality and discipline and by taking interest in their performance in scholastic as well as co-scholastic activities. They should check the almanac everyday and note the homework and other instructions in the diary and acknowledge the same by putting their signature, in case of small children the parents are advised to check the bag of their wards to see if any notice/invitation has been issued.
16. parents must acknowledge the performance of their wards in the Test and put their signature in the test copies.
17. Care must be taken of school property and any damage caused by a student will be made good by the student concerned. In addition, a fine will be imposed for the offence.
18. Parents are requested not to give the children valuable articles like expensive watches, fountain pens, transistor radios, tape recorders, calculators, cameras, cell phones, Cds, i-phone and jewelry etc. to bring to school. In the case of any loss of valuables or other articles, the school authorities will try their best to trace these but shall not undertake any responsibility for the loss.
19. All students are expected to join the school on the notified date at the beginning of the school term. A fine of Rs. 30/- is imposed for absence on the reopening date, unless the Principal is informed before the beginning of the term and she is satisfied about the reason. Students will not leave before the end of the term which officially ends after the flag assembly on the last day. Parents and guardians will appreciate that absence during term is not in the best interest of the student. They are asked not to apply for leave if it can possibly be avoided. Leave may be granted to a student only on the following grounds:-
  - a) In case of serious illness or death of a very near relative.
  - b) For the condolence visits if the student is the only male member of the family and his presence is essential according to the custom.
  - c) To attend the marriage of his/her own brother, sister or brother/sister of either parent.
  - d) To perform the tika ceremony of his sister if she is the eldest brother in the family.
20. The students should be recognized not only by their school uniform but also by their good conduct and behavior as students of Delhi Public School.
21. The school can not be held responsible for accidents minor or serious, on account of student's indiscipline or disobedience during school hours, excursion and while traveling by school transport.
22. Parents/ Guardians are not allowed to enter the bus. In case of any problem/ complaint they are required to report the school authorities in



# GenEX

INTERNATIONAL SCHOOL

Managed by New Jharkhand Lok Kalyan Trust

Kasiyatand, Bara Pichari, Dhanbad - 826004

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