

Affiliation Code : 2131589

School Code : 55076



PROSPECTUS

BETHEL ACADEMY

Affiliated to CBSE - New Delhi

Village Bhandra, Umarganj, Rewa Road
(Opp. 220 KV Sub Station), Naini, Allahabad

Mobile : 9454256712

E-mail : bethelacademyallahabad@gmail.com • website : www.bethelacademyald.org

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PROFILE OF THE SCHOOL

BETHEL ACADEMY is an exclusive English-Medium School that grooms children in the age group of 4 years and onwards.

It is part of the policy of the school to admit only a limited number of students. This is done to ensure individual attention to each student and a healthy, interactive teacher-taught ratio.

The students are graded into three groups as per their age, aptitude and ability, and move up from one level to the next on the basis of periodic assessment of their progress. Each group is entrusted to care of a qualified and experienced teacher, well-versed in child psychology and the latest child education techniques.

The Playway method of teaching is followed, the emphasis being on providing an environment conducive to developing general awareness and a balanced development of children's mental and physical facilities. Apart from a regular curriculum of reading, writing, recitation etc., the student are encouraged to participate in group and individual activity specially designed to develop physical coordination and observational ability. Simultaneous emphasis is laid on discipline and personal hygiene and grooming.

The progress of each individual child is closely monitored and progress reports issued periodically so that parents may keep track of their ward's strengths and weaknesses and take timely remedial steps where required.

The effort at Bethel Academy is to provide every student with a sound basic foundation in the Three R's and instill in him/her the seeds of a confident personality that will equip him/her to successfully cope with the pressures and demands of students life in the years to come. For this, however, the parent's cooperation and assistance is of vital importance, for it is they who will need to reinforce and supplement in the home environment whatever the child is taught at school in order to ensure satisfactory results.



ADMISSION PROCEDURE

- ◆ Admission are made from 4 years of age in class Lower K.G. and so onwards till class XII
- ◆ Admission for the Annual Session commencing in April Open in mid March and continue till the end of April. Admission are also possible in July (after the Summer Vacation) subject to availability of seats.
- ◆ Five seats are set aside for wards of persons in transferable jobs (Defence, Government and Banking services etc.) Genuine candidates can seek admission in the category any time during the session.
- ◆ Other seats are there for physically disabled/SC/ST category as prescribed by CBSE Board.
- ◆ The candidate must accompany the Parents/Guardians at the time of seeking admission so that a proper assessment may be made of his/her physical and mental suitability for enrolment. The Principal reserves the right to reject any application where are candidate found unsuitable.
- ◆ A payment of Rs. : _____ is to be made at the time of admission. This amount is inclusive of Admission Fee, Annual Maintenance Fee, Security Deposit and Consolidated Fee for three months. (A detailed break-up is provided in the receipt issued at the time of admission).



FEE REGULATIONS

- ◆ Security Deposit is adjustable against any damage caused to school property or equipment and will stand forfeited if a student leaves without completing the first session or, at any later stage, is withdrawn from the school without a month's prior notice.
- ◆ Consolidated fee is to be paid in five instalments in : April, July, September, November and January. The fee should be deposited by the 15th of the month in which payment is due. Failure to do so will incur a late payment fine of Rs. 200. If the fee is not paid within 45 days of the last due date, the students name will be struck off the rolls. In such an event, Admission Fee will have to be paid again if the student's parents/guardians want him/her to continue in the school.
- ◆ An Additional Examination Fee will also be charged.
- ◆ Transfer Certificate will not be issued until all dues have been cleared in full.
- ◆ No reduction of allowance in fee is made for absence from school for vacations or for bus also.



GENERAL RULES

1. Parents should ensure that their ward should reach the school on time. Student's who arrive more than 15 minutes late will be sent back unless there is convincing reason for the delay.
2. Students must come correctly dressed in the uniform prescribed for the reason and should be clean and tidy in appearance. Student's are exempt from wearing the uniform on their birthdays, when they may come in clothes of their choice.
3. No student will be allowed to leave with any person unknown to the ayah on duty or the teachers. If a new person is coming to pick up a child, the ayah/teachers must be informed about it in advance.
4. Parents are not allowed to meet the teachers or visit the classrooms while classes are on. Any parent/guardian wishing to discuss a student's progress with the class teacher may do so after school hours.
5. Parents should check their children's Diary daily for homework assignments, teacher's remark etc. They should ensure that all homework is completed on a regular basis.
6. Pupils who come late to school or have been absent on the previous day(s) must bring a letter of explanation from the parents, to be tendered to the class teachers.
7. Pupils are not granted leave outside the regular vacation period except in case of illness. A pupil who has been suffering from the or been in contact with any infectious disease must produce a certificate from a competent authority that he may attend school without risk of conveying infections.
8. Students who do not attend school the day of reopening after vacation are liable to forfeit their places.
9. For withdrawal of a pupil from the school, a calendar month's notice must be given in writing otherwise a calendar month's fee will be charged. If neither of these conditions is fulfilled the Security Deposit shall stand forfeited. If a student absent him/herself from school for more than a month without submitting an application, his/her name will struck off the school rolls. He/She will be readmitted only after paying Admission Fee again the subject to available of seats.
10. Only those students who have paid all school fee/dues will be allowed to appear for the Final Progress Assessment Test.
11. Any kind of damage done to school premises/equipment must be made good, failing which it shall be adjusted against the Security Deposit.
12. Students are not permitted to carry and use any electronic gadgets such as, cell phones, music players, video games, etc., in the school premises (school and cottages). If a child is found in possession with any kind of electronic gadgets, the items will be confiscated and will not be returned.
13. The diary is a personal record of each student. It would be brought to school daily and if lost, it must be replaced.
14. English will be spoken at all times in school, except in the 2nd language and 3rd language classes.
15. The rules and regulations, concerned with correct uniforms, punctuality, attendance at school, participation in curricular and co-curricular activities, conduct and behaviour are to be specially noted and strictly followed.
16. The School will open from Monday to Saturday and Sunday being a holiday.
17. The School will not be responsible for the loss belongings of students.
18. Parents are expected to cooperate in the efforts of the school, in particular by enforcing regularity and discipline, by evincing interest in their children's progress and by extending their fullest encouragement to their ward's participation in all school activities.

