

PROSPECTUS



H.D. SR. SEC. PUBLIC SCHOOL

(A Co-educational, English Medium Public School)
(Affiliated to CBSE, New Delhi) - 53054

**1.5 KM Stone, Gohana Road
Kheri-Meham (Rohtak)**

hdpskherimeham@yahoo.com

INTRODUCTION

H.D. Senior Secondary Public School, Kheri–Meham (Rohtak) was established in April, 1999. It is run by D.B. Education Society, Rohtak. School is situated at Village Kheri, on Gohana – Mehama Road and is popularly known as HDPS, Kheri – Mehama.

It is a well known co-educational institution affiliated to CBSE, New Delhi, having a **wellestablished identity for Academic Excellence in the region**. Our institution takes special initiative to promote girl child education.

MANAGEMENT & FACULTY

Director (Mr. K.S. Nehra) and Secretary (Mr. Sanjiv) both are educationalists. Which is the keen motivational force and helps in creating a team of energetic, dedicated, passionate and well qualified teachers. Thus, under the patronage of Management, the school has been able to establish itself as an **“Institution of Academic Excellence.”**

THE INFRASTRUCTURE

- (a) The school has spacious big building with airy classrooms and playgrounds in 5 acres piece of land.
- (b) We provide state – of the art laboratories for:
 - (i) Physics
 - (ii) Chemistry
 - (iii) Biology
 - (iv) Mathematics
 - (v) Dance/Activities
 - (vi) Language
 - (vii) Music
 - (viii) Computer
 - (ix) Art Lab
 - (x) Interactive labs with smart board and digital projector with latest multi – media technology for smart classes to make studies interesting and creative.

OUR ENDEAVOUR

We all H.Dians – School Management, Principal and a team of highly educated efficient and experienced staff members are whole – heartedly committed to develop innovative thinking in the students to make them physically, intellectually and spiritually strong to meet the challenges of life the globally , academic, sports co-curricular activities by adopting a proper activity calendar.

CURRICULUM

As our school is affiliated to CBSE, New Delhi, hence syllabus and assessment of the students done strictly in accordance with CBSE guidelines. We prescribe NCERT books, but to promote **academic excellence** at various levels some other book of reputed publisher can be recommended at some point if need be.

OUR ACHIEVEMENTS

ACHIEVERS FOR THE SESSION 2021-2022

CLASS - XII			CLASS - X	
NAME	CBSE RESULT	SPECIAL ACHIEVEMENTS	NAME	CBSE RESULT
ANTIM	97.40%	Selected at NIT Kurukshetra	PRIYA	97.40%
VARUN KUMAR	96.80%		SANJANA	96.80%
DEEPTI	96.60%		NIKITA	96.60%
ANJALI	96.40%		CHHAVI	96.40%
ANJU	96.40%		RAHUL SIWACH	96.40%
ISHA	96.00%	Selected at PGIMS, Rohtak	KUSH	96.00%
PRAMJEET SIWACH	96.00%	NEET (636/720) Joined MBBS at Kalpana Chawla Medical College, Karnal	SUMIT	96.00%
SHIKHA	95.80%	NEET (630/720) Joined MBBS at PGIMS, Rohtak	ROHIT	95.80%
KAJAL	95.60%	Joined MBBS at PGIMS, Rohtak	ISHA	95.60%
DEEPANSHU NEHRA	95.40%		VIREN	95.40%
KHUSHI	95.20%		PRACHI	95.20%
DEEPTI	95.00%		ASHISH	95.00%

SPORTS

ANUJ SIWACH (XI D)	Sports	10 m shooting (Air Pistol), State Rank - 34, National Rank- 187
ANKUSH SIWACH (IX B)	Sports	10 m shooting (Air Pistol), State Rank - , National Rank- 422

ADMISSION POLICY

- Registration is mandatory to seek admission in the school.
- Registration fee (Non Refundable) is Rs. _____ (Inclusive Scholarship cum Admission Exam Fee) Only.
- For more details parents are welcomed to call at 8607777107, 8607777117, 9416230946 during School hours.

ADMISSION PROCEDURE

- Only Registered Candidates will be considered for admission.
- Admission will be allowed **subject to availability of the seats** in the concerned class.
- Students must fulfill the **eligibility criteria** for concerned class, which are as below :-

Nursery to 1st (Eligibility Criteria):

- In order to admit a student in Class - Nursery , Child should attain age of 3+ Years on 31st March.
- In K.G. Class - 4+ Years on 31st March.
- In 1st Class - 5+ Years on 31st March.
- B. Report of the Mother Teacher must confirm that child is capable to understand and study in the concerned class.

II to IX (Eligibility Criteria) :

- The eligibility criteria to seek admission is the performance of candidate in the Scholarship cum Admission Exam & Interview.
- In order to confirm the admission, selected candidates need to must deposit the School fee in the given time frame.
- Parents undertake in writing that they are financially capable to meet the school expenses.
- Regular admissions are done in the month of March & Part of April. However transfer cases / special cases can be considered for admission in the mid of the session as per circumstances (within the existing set up only).

XI (Eligibility Criteria) :

- Provisional admission in the **Class - XI** is done on the basis of **Pre Board Result** of the candidate.
- Regular admission in the **Class - XI** is done after the **declaration of the CBSE Result** of concerned students.
- **Allotment of streams will be decided on the basis of final marks (CBSE) obtained by the student.**

X & XII (Eligibility Criteria) :

Admissions to classes X & XII will not be granted transfer/special cases that too subject to Availability of vacancies and **final approval by CBSE.**

DOCUMENTS REQUIRED FOR ADMISSION

- (i) A birth certificate up to 4th standard.
- (ii) SLC/Transfer certificate of previous school from 5th standard along with original date of birth proof.
- (iii) TC/Affidavit attested by 1st class magistrate up to IV standard.
- (iv) Two passport size photographs.
- (v) Aadhar Card copy of child & the parents.

SCHOOL DUES

- (i) Parents can make payment of school fee of their ward online also.
- (ii) **School fee is to be paid on Quarterly Basis**
 - (a) April to June (On or Before April 10, 2022)**
 - (b) July to September (On or Before July 10, 2022)**
 - (c) October to December (On or before October 10, 2022)**
 - (d) January to March (On or before January 10, 2023)**
- (iii) However school fee can be deposited Monthly after 1st Quarter .
- (iv) All dues must be paid by postdated cheques having dates from 1st to 10th of every month.
- (v) After that a late fee @ rupees 10/- per day from date 11th till the 25th of current month. Further a late fee of rupees 500/- per month subsequently. In case of cheque dishonour/bounced due to any reason rupees 500/- per cheque will be charged.
- (vi) **School Fee is non-refundable.**
- (vii) Student can be re-admitted after paying re-admission fee of rupees 500 as per terms & conditions of the school.

SCHOOL TIMINGS

Summer	:	7:55 A. M. to 2:05 P. M.
Winter	:	8:25 A. M. to 2:35 P. M.

EXAMINATION & PROMOTION

- (i) There will be a continuous and comprehensive assessment of the students as per CBSE guidelines. There will be weekly/monthly Unit Test cycles, the session is divided in two terms:
1st Term : April to September
2nd Term : October to March
- (ii) Promotion is granted on the basis of the **overall performance of the session in accordance with the promotion policy of the School.**
- (iii) Parents must collect and sign the Progress Report after the declaration of results of each unit test cycle/ Term Exams on PTM day.

PARENT – TEACHER MEETING

Every 2nd Saturday to discuss the progress of their wards.

SUBJECTS OFFERED

(a) SCIENCE STREAM

Compulsory subjects : English, Physics, Chemistry, An optional subjects (Any one combination):

- (i) Maths/Biology & Music
- (ii) Maths/ Biology & Fine arts
- (iii) Maths/ Biology & Physical Education

(b) COMMERCE STREAM

Compulsory Subjects : English, Accountancy, Business Studies, Optional (Any two)

- (i) Economics/Maths and Music/ Hindi/ Computer/ P.Edu. / Com. Art
- (ii) Economics & Maths

(c) ARTS STREAM

Compulsory Subjects : English, Hindi

Optional Subjects : Geography, History, Economics / Maths/ Com. Art/ P. Edu. /Computer Science

SCHOLARSHIPS & AWARDS

Cash prizes as well as scholarships are awarded to the students securing highest marks in different classes by D.B. Education Society, Rohtak.

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- (i) A cash prize of Rs. 501 is given to the concerned subject teachers of Board classes whose students secure grade 'A' in class X and 90% and/or above in main Practical Subjects of class XII and 85% and/or above in main non-practical subjects.
- (ii) At School level: for the toppers in class V, VII, X & XII, a cash of Rs. 501, 1100, 2100 and 3100 is awarded respectively.

A special discount of Rs. 200 per month in class XI tuition fee for the girls who scored 85% and above & a discount of Rs. 250 per month for the students who scored 90% marks in Class XI.

AT STATE LEVEL

Student toppers of classes X & XII will get a scholarship of Rs. 2100 and 3100 respectively.

SCHOOL UNIFORMS

Boys

- (i) White shirt with school insignia on pocket.
- (ii) Prescribed blue trousers.
- (iii) Grey socks with blue stripes on top.
- (iv) Black school shoes (Bata or equivalent).
- (v) School Belt.
- (vi) Turban or patka for Sikh boys (Sky blue colour).

Girls

- (i) White shirt with school insignia on pocket.
- (ii) Prescribed blue Skirt/Tunic.
- (iii) Grey socks with blue stripes on top.
- (iv) Black school shoes (Bata or equivalent).
- (v) School Belt.

WINTER UNIFORMS

Boys

- (i) White full sleeves shirt.
- (ii) Steel grey woolen trousers.
- (iii) Navy blue blazer with school insignia / Navy blue pullover with sky blue stripes on borders and V neck.

- (iv) Grey woolen socks with blue stripes on top.
- (v) School Belt and tie.
- (vi) Turban or patka of navy colour for Sikh boys.

Note :

On every Saturday, the uniforms will be as per school instructions according to Houses System.

Girls

- (i) White full sleeves shirt.
- (ii) Steel grey woolen skirts.
- (iii) Navy blue blazer with school insignia / Navy blue pullover with sky blue stripes on borders and V neck.
- (iv) Black leather shoes.
- (v) School Belt and tie.

Note :

- (a) Girls up to II are to wear 'Tunics' Only (No skirts)
- (b) Boys up to class II are to wear shorts from class II onwards girls will wear divided skirts, boy from class II onwards, up to class V will wear shorts only in summers.
- (c) Boys should have proper and regular hair cut.
- (d) Wearing of canvas shoes of any colour is not allowed.
- (e) Students are required to wear white lab coats during the practical work.
- (f) Use of trousers for girls is strictly prohibited.



RULES & REGULATIONS

1. Care must be taken of the school property. Students should not write anything on walls or benches/ chairs and scratch any bench/ chair. He/ she will be fined in case of any such offence.
2. Students must reach the school at least five minutes before the assembly time.
3. Bring books notebooks according to time table.
4. If any student or the parents misbehave with any staff member, the school Principal can expel the student from the school.
5. If a child is sick for more than three days, a medical certificate has to be submitted along with the leave application.
6. Every student should bring his/ her diary in the school daily.
7. Students should greet their teachers, friends & elders whenever they meet them.
8. The students will see that their nails are clean and properly clipped, teeth brushed, shoes polished, hair properly trimmed and combed.
9. No leave will be granted unless parents give a leave note.
10. Discipline is the hallmark of H.D. Public School. All the students should be disciplined, courteous and gentlemanly on all occasions and everywhere. All students are expected to abide by the school rules.
11. It is obligatory to the students and the parents to abide by the school rules and regulations which may come into force time to time.
12. No student can leave the school premises without the Principal's permission.
13. No student is allowed to bring cash, Jewellery and costly items.
14. The Principal is fully empowered to expel a student from the school in matter of indiscipline, misbehaviour.
15. Students are to walk briskly, purposefully and always in a queue moving with others.
16. Students are expected to converse only in English/ Hindi with their friends, teachers and visitors.
17. Shouting, whistling and teasing fellow students are strictly forbidden.
18. Whenever a student goes as a representative for the school or in any school function, he/ she should be in full school uniform.
19. Students should ensure that they have completed the home work assigned for the day regularly.





We Guide the Students :

- ◆ To be Confident with a scientific temper within the bonds of Humanism.
- ◆ To be mature enough to become a responsible citizen of the country.
- ◆ To settle socially and professionally to face challenges of life.

