

**NAVY CHILDREN SCHOOL,
KOCHI -682 004**



(RUN BY NAVY EDUCATION SOCIETY, NEW DELHI)

PROSPECTUS –

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Introduction

1. Navy Education Society, Naval Headquarters, New Delhi started Navy Children School Kochi in 1986. The school is affiliated to the Central Board of Secondary Education, New Delhi. The school course extends over a period of 12 years and prepares pupils for the All India Secondary and Senior School Certificate Examination conducted by the CBSE. It is co-education institution and is housed inside the Naval Base.

Administration

2. The school is administered by the Managing Committee with the Chief of Staff, Southern Naval Command as the Chairman.

Admission

3. The school follows the following priority for the various categories for admission in the school:-

- (a) Category I - Children of Serving Naval Personnel
- (b) Category II - (a) Children of serving Army/IAF/Coast Guard Personnel who are on deputation to SNC & (b) Coast Guard Personnel serving at Kochi.
- (c) Category III - Children of Retired Naval Personnel.
- (d) Category IV - Children of Retired Army & Indian Air Force.
- (e) Category V - Children of NCS Staff
- (f) Category VI - Children of Defence Civilian Personnel
- (g) Category VII - Others

Registration

4. For admission to any class, Original Birth Certificate from the Corporation/ Municipality/ Panchayat should be produced along with the attested photocopy.

5. Copy of Aadhar Card.

6. Copy of the attested Pension documents along with original (only for Ex-service Personnel) should be attached.

7. Serving personnel should have their Service Certificates signed by the Commanding Officer/ Head of the Establishment.

Age Criteria

8. A child must be 5 years old on 31st March of the year of admission sought in class I and for subsequent classes the eligible age will be reckoned again with reference to 31st Mar with proportionate increase over 5 years.

Documents to be produced at the time of admission

9. (i) The attested copy of birth certificate with original should be submitted for verification while granting of admission in Std I.
- (ii) Transfer certificate of previous school class II and above.
- (iii) Copy of Aadhar Card.
- (iv) Transfer Certificate from IX to XII should be countersigned by respective Directors/Vice Chairman of the school.
- (v) Class IX & XI CBSE Registration details, Marks and grades for direct admission to class X & XII.
- (vi) Report Card from the school last attended.

School Fees

10. Fee structure is put up on the notice board and school diary.

Mode of Payment of fees

11. The details are available in the school diary for the whole term or whole year in advance.

Working days

12. School works five days a week for all classes. 1st & 5th Saturdays will be working days for classes VI to XII.

Hours of working

13. 0720 hrs to 1345 hrs.

All students must be regular as well as punctual and are required to be in the school premises at least 10 minutes before the assembly commences.

School Uniforms

14. In order to inculcate a feeling of equality and to infuse a sense of belonging to the institution all students are required to be in the prescribed uniform while attending the school, the school functions and various competitions. The pattern of the uniform code is given in the school diary.

Text Books and Exercise Books

15. All the text books and exercise books with the school name and emblem will be available in the book stall opened in the school premises. Exercise books without the school's name and emblem will not be accepted by the school.

Parent teachers Association

16. All parents whose children are bonafide students of the school automatically become members of the PTA from the day the child is admitted to the school. They cease to be members when their wards are no more on the rolls of the school. A minimum subscription of Rs.200/- per annum per parent has to be paid towards PTA.

PRINCIPAL