**ABOUT THE SCHOOL**

 THE ORIENTAL FOUNDATION SCHOOL at Mohandih (Ghatiyali) Bokaro, Jharkhand was established in April 13, 2014 and inaugurated jointly by Mr. S K Verma, Sr. Manager, CSR, SAIL, Bokaro, Mr. Ashok Singh, Principal-Chinmaya Vidyalaya, B.S. City, Mr. Anil Kumar Gupta, Principal, Crescent Public School, B.S. City along with Mr. Amir Hussain, Founder Director cum Principal of The Oriental Foundation School and its committee members to fulfill the need and expectation for serving the cause of Education.

 It is an English Medium co-education secondary school. It is spreaded over 3.5 acres of land. It has got its NOC from Jharkhand Govt. and Recognition under RTE of Class VIII for CBSE Affiliation. It is run and managed by “THE ORIENTAL FOUNDATION SOCIETY, Bokaro, a Registered N.G.O. of Jharkhand Govt. under the Society Registration Act, 21, 1860.

**MOTTO OF THE SCHOOL**

 “Education is the highest beauty in human beings”.

**VISION OF THE SCHOOL**

 The Vision of the School is to build a school where learning is a joy and teaching is a pleasure. A school that makes learning meaningful and progressive. A school with an Indian mind, an Indian heart and an Indian soul. A school that provides a robust foundation for children to grow into knowledgeable, creatable and capable human being and responsible citizens of India.

**MISSION OF THE SCHOOL**

 The mission of the school is to provide a learning environment that encourages children to bring out the best in themselves and which support them for all round development through discovering the joy of learning, awakening and illuminating their intellect in themselves.

**AIMS OF THE SCHOOL**

 The aim of the school is to impart quality and value based education at Bokaro and its all surrounding villages to uplift the social, mental and educational development as well as all round development of socially, mentally and economically backwards students. It has been marching towards its high aims and objectives with its best capacity.

**ADMISSION PROCEDURE**

 Admission is taken after proper test and subject to vacancy:-

 a) A xerox copy of Birth Certificate must be attached along with the Admission form.

 b) A passport size recent colour photograph must be affixed on the Admission form and an extra copy of the same must be submitted at the office.

 c) A passport size recent colour photograph of mother and father must be affixed on the Admission form.

 d) Submission of the above, date and appropriate time of Interview will be informed.

 e) At the time of Interview both the parents should accompany the candidate.

**WITHDRAWAL**

 A calendar month notice must be given before the withdrawal of the student. Such notice must be written by the Parent/Guardian. School leaving certificate is issued on payment of Rs. 300/-. No School leaving certificate is issued unless all dues of the school are paid off.

**HEALTH CARE**

 The school provides a sick room with neat and clean beds where indisposed children can take medical aids during school hours. All the first aid facility and essential drugs are always available for them.

**COMPUTER LAB**

 The school has a well-equipped Modern Computer Lab. The Computer Education is compulsory for all the students from Std.I onwards.

**GAMES AND SPORTS**

 The school provides facilities for games and sports to encourage healthy and competitive character building and to enhance physical stamina. Football, Cricket, Volleyball, Handball, Badminton, Kabaddi, Kho-Kho, Carroms etc. viz indoor and outdoor games are played.

**MUSIC, DANCE AND TAEKWONDO**

 Interested students are encouraged to learn music, dance and taekwondo under the guidance of well trained music, dance and taekwondo teacher.

**LIBRARY RULES**

 a) The school has a well stocked library. It is open for all the students during the school hours.

 b) Only one book is issued at a time. Failure to return the book in time will be fined.

 c) Books lost, damaged, or wrongly handled will have to be paid for or it may be replaced.

 d) Never write and underline in library book or tear any thing/page out of it. Take good care of it.

**SCHOOL RULES AND SUGGESTIONS**

 1. Children always need our affection. It costs us nothing. We must love them. Don’t scold them unnecessarily.

 2. If accidently they happened to break some house hold items, don’t scold or scare them. Instead, teach them to use carefully. You will see them to gain confidence and understanding.

 3. Teach them to be bold and help them to overcome their inhibitions and phobias, If any.

 4. Always try to quench their trust for enquiry. If you cannot, never mislead them by giving wrong answer or answers.

 5. Please encourage on their success howsoever trivial it is. They will prove good citizens in days to come.

 6. To speak foul, use abusive language and indulge in absurd joking in children’s presence would lead them to go astray.

 7. Spare some time daily to talk with your ward.

 8. Never for heavens sake discriminate among your children. Treat them at equal terms.

 9. Please contact the school as soon as possible in case you get an information or a call about your wards there from.

 10. Always send them to school in neat and clean uniform as specified.

 11. Send your ward to school on punctual time. Late comers are bound to get back home.

 12. Kindly check your ward school diary daily and help them to complete their homework.

 13. For your suggestion and complaints, use the school diary page given for the parents.

 14. Stay your children at your home on leave from school only in the state of emergency or sickness.

 15. Never send your ward to school along with costly items such as watch, gold ring, gold chain etc.

 16. Any change in your home address or phone numbers should be informed to the school immediately.

 17. Do not forget to send an application for your ward proceeding on leave. The application must bear the parent/guardian signature.

 18. See that your ward carries book, notebooks, according to the time-table for that day or not.

 19. Send your ward with some nutritious refreshment or snacks for recess hours.

 20. If you need to meet to a teacher for discussion about your wards progress, come on specified day or time, not at your own convenience.

 21. Kindly put your ward’s name, class, section, registration number, address and phone no. on all their belongings books and notebooks etc.

 22. Encourage your ward to take balanced interest in studies, co-curricular activities or games and sports for your ward’s all round development.

**ACADEMIC REGULATION**

 a) English, which is the medium of instruction of the school, should be used all the times in the school premises during the school hours.

 b) Students improperly dressed will be expelled from the classroom and will be sent home, and in that case school disclaims all the responsibilities.

 c) A student will be debarred from the school on the ground of irregular attendance, disobedience or any other conduct injurious to the moral of the school.

**BUS FACILITY**

 The school has its own buses and the students can avail of the school bus facilities subjects to the availability of seats. Every student is provided a Bus pass. Only those students are allowed in the bus who are having bus pass. It will not be provided unless fees are paid off.

 A calendar month notice must be given by the parent/guardian for their ward’s discontinuation relating to bus facility. Otherwise bus fee will be charged till any written notice given in the school office.

**HOUSE SYSTEM**

 To promote team spirit, loyalty and healthy competition among the students, a house system runs in the school. All the students have been divided into four houses i.e. LOYALTY, DIGNITY, GRAVITY and MODESTY. A house is awarded to the student at the time of admission itself. Each house is headed either by a boy or girl known as house captain and a house teacher of each house as a house teacher.

**ACADEMIC YEAR AND EXAMINATION**

 The academic year (School session) is from April to March. There are two Periodic Assessments (PA) and two major assessments as Half Yearly Exam and Annual Exam.

 More over, class tests are taken to monitor the progress of children for their day to day performance.

**PROMOTION**

 Promotion is based on the performance of the whole academic year i.e. scholastic and co-scholastic areas. A student who repeats the same class twice is not allowed to continue for the third year.

**GROUP DISCUSSION**

 Students are given topics to discuss based on honesty, tolerance, compassion, co-operation, prudence, fair discipline, justice, adventure, self confidence, courage, devotion, determination, aim of life and positive thinking etc.

**FUTURE PLAN OF THE SCHOOL**

 Ours shall be an honest goal to develop a grand school building with quantum campus having all kinds of rich facilities at Mohandih (Ghatiyali) Bokaro, Jharkhand. It will be our best efforts to be done affiliated to CBSE New Delhi upto Senior Secondary level. Our School is attached to the under developed area. We will try our level best for its progress and development. May God help our school to reach its commanding height of glory and dignity.