



OPTIMUMTM INTERNATIONAL SCHOOL

Building Tomorrow's Future Today !!!



PROSPECTUS

Chairman's Message

Greetings and Welcome to Optimum International School.

Optimum International School exists to provide students with a place to thrive! We are committed to the development of our students in all aspects of their growth: intellectual, personal, social, physical and moral. Our Students are inspired daily to expand their intellects, to use the wealth of technology available to them to help them learn more effectively, and to become positive, ethical global citizens contributing locally and globally to the world around them. As a result, our students are fully engaged in understanding and developing their full potentials, whenever their strengths may lie.

The OIS community places great importance on the development of the universal character traits of honesty, integrity, kindness, compassion, responsibility and respect. Students, parents, staff members, faculty members and all members of our community share in the responsibility of bring these character traits to life around us on a daily basis.

You are invited to visit us during any working day and discover the pleasant and creative atmosphere in the campus.

With this confidence and belief, let us join hands and work towards a better future for generations to come.

Q. M. R. Rahman

Chairman



Principal's Message

“Optimism is the faith that leads to achievement”

Optimum International School is dedicated to the mission of building Global citizens with Indian Values and each & every member of our team is aligned to this philosophy. We understand the need to develop our students into global citizens & yet deeply rooted in their culture & traditions.

We believe that education is a combined responsibility of both parent as well as School. By working together and striving for excellence our students will be well equipped for the higher education.

Our co-curricular programme offers both outdoor and indoor activities. The students are encouraged to take up various sporting, creative and personal initiatives to develop desirable personality traits. We know that every child deserve a chance to excel, therefore with the team of dedicated teachers, we give utmost care to every child. We welcome you to contact us if you have any questions or if wish to visit us.

Principal

Optimum International School

The OIS is an English Medium Co-educational School offers CBSE Curriculum. The School has been founded in 2011 with a vision to provide quality education to the Students. OIS is managed and run by A. F. Educational Society (Registered). The Admission is open from Pre Nursery to VIII.

The OIS is housed in a well designed beautiful building with state- of –art facilities and the academic block is beautiful, warm, sunlit, airy with a plenty of open spaces, activity centres, playground, library, laboratories and large breezy open corridors.

Vision and Mission

OIS established with the sole objective of grooming students to excel in the fiercely competitive and complex world by providing them with power of knowledge and skill to meet the challenges of today and tomorrow. In addition to academics various kind of pleasant and useful Extra-curricular activities: are carried out which ensures to develop our students abilities and understanding to live in a free , civilized and democratic society.

Our vision encompasses the achievement of an all round development of the child into an individual with optimum values which will make him/her a better human being.

We aim to provide each and every student with an ideal learning environment to grow and excel from the time they begin their educational journey with us. We pledge to do the utmost possible to offer our students with a vibrant and enjoyable education opportunity that equips them for lifelong challenges.

Specific Objectives

- OIS lays strong foundation that prepares a child for a very bright future.
- Students will develop clear and effective written and oral communication skills using standard English.
- Student will acquire a strong foundation in mathematical reasoning and skills.
- Students will learn about the political, economic, cultural, geographical and technological forces that have shaped the history of India.
- Students will acquire knowledge and skills in the field of science and will be able to explore the knowledge in the Scientific field.
- Students will develop an informed appreciation of the arts and participate in their creation.
- Students will learn the essentials which are necessary for a healthy, safe and physically fit life.
- Students will recognize the importance of hard work, personal responsibility and respect for others.

Location

Optimum International School is located at Mir Gheyas Chak, Millat college West Road, approximately 3 Km from Drabhanga Railway station. Darbhanga is one of the oldest District of Bihar and as well as Educational Hub and it is well connected with all parts of the country by Rail and road.

Management

The managing committee of school consists of educationist, Philanthropists and dedicated social workers, who in their capability have taken up the responsibility of serving the students community.

Faculty

Teachers are the most important factor in the success of the learner. All the students of Optimum International School are fortunate to have highly qualified, experienced, competent, committed and well motivated faculty members. Each subject has a separate department with adequate number of qualified and dedicated teachers.

Continuous Evaluation & Termination Examination

The academic session is divided into two terms and the progress of a student is evaluated towards the end of each term and progress report is shown to parents so that they know the academic performance of their ward(s). Evaluation is conducted in a pleasant and an informal way so that students are not subjected to any stress.

Pre Nursery and Kindergarten Curriculum

Pre-Nursery and Kindergarten provide as joyful environment of primary learning. In our special designed Pre-Nursery block, children participate in a variety of activities according to Pre-Nursery plan.

The emphasis is on the development of motor skills, language, early mathematical concept, social behavior and the environment. Through a carefully directed programme of play, children acquire experience and explore their world, according to their individual abilities. Our teachers are trained to observe and record the children's development and work closely with their parents in understanding each other.

In two years of Kindergarten, children take their first step pleausably in literacy and numeracy. Guided by Kindergarten plan, and learning at their own place, children begin to acquire fundamental skill of Reading & Writing while knowledge of environment comes with the child's language development.

Procedure of Registration for Admission :

- I. Registration of a student does not guarantee their admission.
- II. Registration fee is Rs. 500 / (Non-refundable) in cash or through DD in favour of Optimum International School Payable at Darbhanga.

- III. Admission of a student to the school means a complete acceptance by the parent/guardian of all school rules as enforced or as amended from time to time. Rules are subject to change at the discretion of the authorities.
- IV. Application form duly completed in all respect should be submitted at the office of the school or may be sent by post to The Principal, Optimum International School, Mir Gheyas Chak, Millat college West Road, Darbhanga – 846004, Bihar

Admission Criteria

- There is no written admission test for any classes.
- Admission is open to all children irrespective of caste, creed, race, religion, region & gender.
 - Admission of the candidates will depend upon the availability of seats in the concerned class.
 - The School reserves the right to admit any student who is found fit for admission as per rules .

Document Required to be submitted along with the registration form:

- 3 Passport size photographs of the child and one of each parent/Guardian, duly affix in the form.
- A photocopy of the Birth certificate.
- Transfer certificate & a photocopy of the report card of the class last attended.
- Photocopy of Residential proof.

Please note that the registration does not in any way guarantee admission.

Minimum Age Criteria (As on 31st March, of the Academic Session)

Pre-Nursery	2½ years
Nursery	3 years
KG I	4 years
KG II	5 years
Std. I	5 to 6 years
Std. II	6 to 7 years

Std. III	7 to 8 yrs
Std. IV	8 to 9 yrs
Std. V	9 to 10 yrs
Std. VI	10 to 11 yrs
Std. VII	11 to 12 yrs
Std. VIII	12 to 13 yrs

The Fees is to be deposited as per the following Schedule

1st Quarter	On or before 18th April
2nd Quarter	On or before 18th July
3rd Quarter	On or before 18th October
4th Quarter	On or before 18th January

- ◆ In the case of late fee payment, a Late fee of Rs. 10 per day will be added to the fee due till the end of the above mentioned months. Thereafter a Re-Admission fee will be Charged.
- ◆ The fees and other charges once paid are neither refundable nor adjustable.
- ◆ The caution money will be refunded when a student finally leaves the school.
- ◆ No student shall be allowed to appear for Examination unless he/shee has cleared all dues.

Library Rules:

- ◆ Books will not be issued without library card.
- ◆ Books will be issued and returned everyday.
- ◆ Reference and fiction books are issued for three days.
- ◆ If a book is subjected to any damage or if any pages are found missing the borrower will be held responsible and shall have to replace the book. The students are also advised to check the books before borrowing them and if it is damaged it should be immediately reported to the librarian.
- ◆ If a book is lost the borrower shall have to replace it or pay heavy fine.
- ◆ Books are issued to the borrower and should not be lent to any one else.
- ◆ Each student will be issued only one book at a time.
- ◆ Costly reference books such as encyclopedias and magazines can be referred to read in the library only.
- ◆ Students not abiding by the library rules will be debarred from the library facilities.



Laboratory Rules:

The school has well equipped laboratories to carry out experimental work. The following rules are to be followed in the laboratories.

- ◆ Equipment for use in laboratories will be issued to the students as per rule laid down by the science teachers.
- ◆ No equipment is to be taken out of the laboratories without the permission of the teacher.
- ◆ The student have to pay appropriate fine if any laboratory equipment is damaged by him/her.

Games & Sports

OIS lays great emphasis on sports and games, believing firmly that through this medium a child can imbibe the basic human qualities of fair play, sportsmanship, a spirit of competition and qualities of leadership. There are regular and ample timing for sports. The School has large playground and provides all facilities for sports and games such as cricket, volley ball, basketball, badminton, throw ball , table tennis etc.

Personality Development

The School emphasizes on the overall personality development of the children. This is an area where nothing can be compromised. It decides the future growth of the child in a multi dimensional level. Formalities and etiquettes are the most important things connected with this field. In addition to this, Children are thought the interacting techniques.



House System

The school is divided into four houses i.e. Carnation, Daffodil, Marigold, and Tulip. The school is divided into Houses so that there will be healthy competition among students in every sphere of academic and non-academic activities. Every house has its house uniform which is worn on every Wednesday & Saturday and also whenever required.

Monitorial System

The system is an important feature of the school. Students showing administrative and leadership qualities are chosen as monitors. This is an honour and at the same times a means for stimulating an attitude of responsibility and initiative. It also serves as a channel of communication between the staff and the students.

Co-curricular Activities

The Optimum International School offers a rich co-curricular program that reflects and supports the school's mission and core values. The School organizes a mix of activities, clubs and sports that are age appropriate and challenging. Our co-curricular activities allow students to apply what they have learned in the classroom, strengthen their skills in a particular activity or hobby, and explore new areas of interest.

Code of Conduct

- School Diary is the true record of a student's academic performance and conduct. It must be maintained with utmost care.
- Every student must have a copy of the School Calendar and it must be brought to School on every class-day. A student who comes without diary may be sent back home.
- No remarks once written in the diary can be cancelled by anyone other than Principal/Vice-Principal.
- Two General Observation would amount to one General Remark which is a very serious breach of discipline and hence a deterrent to promotion or even dismissal from the School. An Observation is given in case of a minor breach of discipline.

- Every Student must possess an identity card issued by the School. This card must be renewed periodically. Pupils are responsible for the safe custody of their books and belongings. Each article should be marked with pupil's name.
- No student will be allowed to leave the School campus during School hours except on the strength of a written request of his parent and due authorization by the Principal/Vice-Principal.
- Students must address their teachers and all School staff with due respect and politeness. Arrogant and challenging behaviour towards teaching and non-teaching staff is forbidden. On their way to and from School students must behave in a gentle manner.
- Smoking, chewing pan, chewing gum, betel-nut or tobacco product, etc. is strictly forbidden. Irregular attendance, habitual idleness, disobedience, bad conduct, stealing, drug abuse, any form of verbal or written obscenity, using unfair means in examination justify dismissal.
- Students are not allowed to bring Electronic gadgets, Cell phones, video games, pen drives, PSPs, DVDs, CDs, portable audio and video devices in the School. Students who bring any of the above items are liable to be penalized. It would mean confiscation of the unit, suspension for a period of one week and a fine of Rs. 500/-
- Any damage to School property must be made good by the concerned student.
- Books, periodicals, comics, newspaper or printed matter of an objectionable nature, must not be brought into the School. All printed materials (except those mentioned in the School book list) when brought to the School must be presented to the principal / Vice Principal for approval and may be retained in the School and read only if it bears the signature of one of these authorities.
- No collections or fines or raisings of funds are to be made in the School without the explicit permission of the Principal.
- Every student attending School is supported to take part in choral singing, drill, games and other co-curricular activities organized by the School.
- It is mandatory for all students to speak only in English in School campus.
- The School uniform is sacred and prize possession of a student. It symbolizes the ethos and culture of the School, of which the Student is an integral part. Any violation of its sanctity calls for firm disciplinary action such as suspension, termination etc. visit to restaurants, cinema, multiplexes other public places etc. in School uniform is a serious breach of discipline inviting action. Hair colouring, using styling gel and fashionable hair cults are not allowed in School.
- Ragging is strictly prohibited.



For Parents/Guardians

- Parents retain their rights and duties in the education of their children, even though they delegate them in part to the School. The support and collaboration of parents is in all cases considered indispensable for the success of the work of education carried out by the School.
- Parents' positive cooperation with the school is absolutely essential for the constructive upbringing of their son/daughter. They are strongly exhorted to co-operate with the school:
 - By urging their wards to be regular and punctual in attendance.
 - By checking the School diary on a regular basis.
 - By seeing their wards are diligent at their homework and lessons.
 - By insisting neatness and cleanliness in their books and personal appearance.
 - By occasionally meeting the Principal/Vice Principal/Teachers to discuss the progress of their wards.
- Periodical reports, and the Report Card, will keep parents/ guardians informed of the progress of their wards.
- Parents will not be allowed to meet the Principal/Vice Principal/Teachers during the examination time. They must avail the time after the examination on a particular day.
- Ordinarily communication with parents/guardians is made through the School Diary.
- Parents/ Guardians are not allowed to see their wards or to meet teachers during class hours without the special permission from the Principal/Vice Principal.
- Parents can meet teachers between 1:00 pm to 1:30 pm.
- Admittance into the School premises is at the sole discretion of the School authorities, who reserve to themselves the right to refuse admission to anyone without assigning any reason whatsoever.
- School campus is no smoking area on all days.
- Please do not bring disposable bottles and plastic items to School.
- Exemplary behaviour is expected from students and parents in and outside the School campus.
- It is to be noted that Short Message Service (SMS) and e-mails are sent out as and when required. Parents are requested therefore to inform the School of any change of their mobile phone numbers or e-mail Id.
- Though the School takes care of your ward while in School, the School cannot be held responsible for any self inflicted or accidental mishap/injury, physical or otherwise, that may befall on your ward.
- Parents/Guardians threatening the School by various methods, by leveling malicious or false allegation or spreading rumours or giving false information which tends to bring into disrepute the School or its employees or spreading panic among them might result in issuing of Transfer Certificate to their ward from the School.
- All communication to the School should be addressed to the Principal.
- When your child shows you a piece of work, focus on their ideas and make a positive comment.

- It is best not to have a Television or Computer in your child's bedroom since he/she may want to stay up late and you will not know what he/she is watching, or with whom he/she is communicating with on the internet.
- Students should go to bed by 9:00 pm. Tired children cannot do their best and find it difficult to arrive on time and be ready to learn at School. Afternoon naps are not encouraged since children find it difficult to sleep at night and often waken up tired in the morning.

Discipline

1. Discipline includes the observance of good conduct and orderly behavior by the student of the School.
2. The Following and such other Rules as framed by the School from time to time shall be strictly observed by the students.
 - i) Every Student should always carry his/her Identity Card issued by the Principal.
 - ii) The loss of the Identity Card, Whenever it occurs shall immediately be reported in writing to the Principal.
 - iii) In case a Student is found to be continuously absent from Classes without information for a Period of one month, his/her Name shall be struck of the rolls. He/She may however, be Re-Admitted on Payment of the prescribed re-admission Fee.
3. Breach of Discipline, Inter alia, shall include.
 - i) Causing disturbance to a Classroom Office or to the Library or in the Play Ground.
 - ii) Irregularity in Attendance, persistent idealness or negligence or indifference towards the work assigned.
 - iii) Causing any damage, spoiling or disfiguring the property/equipment of the School.
 - iv) Ragging in any form is a criminal offence as per the guidelines of the Honourable Supreme Court of India.
4. Students found guilty of breach discipline shall be liable to such punishment, as prescribed below:
 - i) Fine
 - ii) Expulsion
 - iii) Rustication

COMPENDIUM OF SCHOOL DISCIPLINE LAWS AND REGULATIONS



UNIFORM

Wearing of prescribed uniform at the School everyday is compulsory for all. All pupils should come to the School in neat and tidy School Uniform

Girls(Pre-Nursery to Kg2)

1. Pink checked Frock (Design as approved by the school)
2. Black leather shoes
3. White Socks
4. White hair bands/dips

Boys(Pre-Nursery to Kg2)

1. White & Pink Polka Dot Shirt (Design as approved by the School)
2. Pink trouser
3. School belt
4. Black leather shoes
5. White Socks

Girls

Std I-V

1. Half sleeves (For summer) and Full sleeves Shirt (for winter) (design as approved by the school)
2. Shirt (Design and shade as approved by the school)
3. House T-Shirts (as per their house)
4. White canvas shoes
5. White socks
6. Black leather Shoes

Std VI-X

1. Kurta (Design as approved by the School)
2. Shalwar, Dupatta and scarf (Design as approves by the school)
3. Kurta (as per their house) white shalwar & white Dupatta (Design as approved by the school)
4. White canvas shoes
5. white socks
6. Black leather Shoes

Boys (I to X

1. Half sleeves (For summer) and Full sleeves Shirt (for winter) (design as approved by the school)
2. Trouser (Design as approved by the school)
3. White track pants
4. House T-Shirt (as per their house)
5. White canvas shoes
6. White socks
7. Black leather Shoes
8. School Belt

Note: Low waist pants are strictly prohibited.

Hostel - A Home Away From Home

Excellent Hostel Facilities are available from class III and onwards, where student's are provided with cozy comforts of a home away from home, with all modern amenities.

Medical Facility for Boarders

At OIS when the students feels unwell or a little ill at ease, they will be allowed to use the Health centre facility, However, in case fo an emergency, the ailing boarder is admitted to hospital and in this case all expenses will have to be borne by the parents/ guardians of the boarders. Information regarding any disease, medical or surgical treatment carried out earlier must be given to the warden at the beginning of the term,

Rules for Boarders

- 1) All items of clothing and equipment brought by the boarder shall bear clear marks of personal identification.
- 2) No electronic equipment is allowed.
- 3) Mobile phones and personal vehicles are strictly prohibited in the Boarding House,
- 4) No student shall be offsite at any time without the warden prior knowledge and permission.
- 5) Boarder must be signed in and signed our on each vacation by an authorized person. Any variance from his routine should be cleared with the warden in advance.
- 6) Keeping of medicine and tonic will only be allowed withe the prior approval of the doctor and the warden.
- 7) No Student is allowed to keep cash.
- 8) No Student is permitted to exchange goods, or lend and borrow money.
- 9) Students must report the concerned Warden at the time of leaving and returning to the Hostel.
- 10) Language of unacceptable nature, i.e. vulgar, offensive abuse and coarse slang will not be tolerated.
- 11) Hostel Uniform must be worn after School hours.
- 12) Random room inspection will be carried out regularly by the warden.
- 13) Boarders should not sleep anywhere other than in their won rooms.
- 14) No visitors will be entertained in the bedroom of the Students. Only parents/Local guardian may be allowed to visit/enter at the time of admission.
- 15) During School hours boarders will not permitted to enter the Hostel without a permit slip form the School administration.
- 16) Boarders are required to maintain cleanliness in their rooms.

Clothing List:

Each boarder is recommended to bring the following outfit:

Description of Items	Qty.
School Uniform (Regular)	3 Sets
White School Pant	2 Nos.
House T-Shirt (According to House)	2 Nos.
Hostel Dress	6 No.
White Canvas Shoes	1 No.
Black Leather Shoes	1 No.
Kurta, Pajama & Topi (For Friday)	1 Pair
White Socks	4 Pairs
Vest, Underwear, Handkerchief	4 Nos.
Bath Towel	2 Nos.
White Bed Sheet (Single Bed)	3 Nos.
White Pillow Cover	3 Nos.
Mosquito Net (Single Bed)	1 No.
Bag fro soiled / dirty clothes (Laundry Bag)	1 No.
School Belts	2 Nos.
Pillow	1 No.
Slippers	2 Pairs
Steel Trunk	1 No.

Toiletries:

Tooth brush Bathing soap, toothpaste, plastic mug, Locks, Plastic Bucket, Shoe Brush & Polish (Black/white), Hair oil, Detergent, Black & white shoe Laces.

Note:

All clothes must be plainly marked with the name and roll number of the owner, A duplicate Inventory of the clothes is necessary, one to be pasted inside the lid of the box and the other to be handed over to the warden, This is essential at the beginning of the session.

Safety and Security

Optimum International School is a safe and secure place for your children. The School keeps well trained security guards to patrol the area 24X7 and adequate security lighting around the camps. Technically advanced CCTV Surveillance.





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