



ROYAL
Global School
Guwahati

PARENT - STUDENT HANDBOOK

2026-2027



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Our Vision

To be an institution of excellence nurturing responsible global leaders for the greater cause of mankind and a sustainable future.

Our Mission

The mission of the school is to impart knowledge through a sound academic framework in a conducive environment.

To make the children socially and environmentally responsible.

To help children develop valuable skills so that they contribute responsibly in a global community.

Our Logo

Our logo symbolises the 360° development of students with active and creative minds, a sense of understanding and compassion for others, and the courage to act on their beliefs globally- thus the globe. The emerging bubbles on the globe stresses on the growth and total development of each child: spiritual, moral, intellectual, social, emotional and physical.



STUDENT PROFILE

(TO BE FILLED IN BY THE PARENT IN BLOCK LETTERS WITH BLACK PEN)

School Copy

Admission no:

Permanent Education Number (PEN) no:

Name:.....

Class:..... Sec:..... Roll No.:

Blood Group:..... Gender:.....

Date of Birth:..... House:.....

Student's Email ID:

Caste (GEN/ SC/ ST/ OBC/ Others):Religion:

(Required for CBSE documentation)

Residential Address:

Mother's Name:

Occupation:.....Contact No.:

Office Address:

Email:.....

Father's Name:

Occupation:.....Contact No.:

Office Address:

Email:.....

Preferred active contact number for communication:.....(Father/ Mother)

Local Guardian's Name:.....

Relation with the Child:.....

Address:

Contact No.

Email:.....

(Local guardian should be a person other than the parent, living in the city, who can take the responsibility of the child in the absence of the parents.)

Name and Grade of sibling(s) in the School:

Name:..... Grade:..... Sec:.....

Name:..... Grade:..... Sec:.....

Name:..... Grade:..... Sec:.....

Mode of Transportation:

Private

School Bus

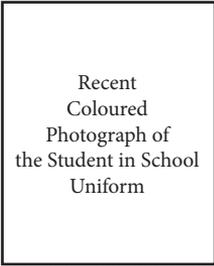
Bus No:.....Bus Stop:.....

I hereby declare that the above furnished details are true to the best of my knowledge.

.....
Signature of Father

.....
Signature of Mother

.....
Signature of Local Guardian



STUDENT PROFILE

(TO BE FILLED IN BY THE PARENT IN BLOCK LETTERS WITH BLACK PEN)

Student Copy

Admission no:

Permanent Education Number (PEN) no:

Name:.....

Class:..... Sec:..... Roll No.:

Blood Group:..... Gender:.....

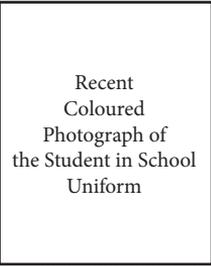
Date of Birth:..... House:.....

Student's Email ID:

Caste (GEN/ SC/ ST/ OBC/ Others):Religion:

(Required for CBSE documentation)

Residential Address:



Mother's Name:

Occupation:.....Contact No.:

Office Address:

Email:.....

Father's Name:

Occupation:.....Contact No.:

Office Address:

Email:.....

Preferred active contact number for communication:.....(Father/ Mother)

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School Bus

Bus No:.....Bus Stop:.....

I hereby declare that the above furnished details are true to the best of my knowledge.

.....
Signature of Father

.....
Signature of Mother

.....
Signature of Local Guardian



NATIONAL ANTHEM

जन-गण-मन

Composed by Rabindranath Tagore, the song Jana Gana Mana was first sung on December 27, 1911 at the Calcutta session of the Indian National Congress. On January 24, 1950 the Constituent Assembly adopted the song as the National Anthem of India. The complete song consists of five stanzas. The first stanza comprises the full version of the National Anthem. Playing time of the full version of the National Anthem is approximately 52 seconds.

जन-गण-मन-अधिनायक जय हे
भारत-भाग्य-विधाता
पंजाब-सिंधु-गुजरात-मराठा
द्राविड़-उत्कल-बंग
विंध्य-हिमाचल-यमुना-गंगा
उच्छल-जलधि-तरंग
तव शुभ नामे जागे, तव शुभ आशिष मांगे,
गाहे तव जय-गाथा ।
जन-गण-मंगल-दायक जय हे
भारत भाग्य विधाता ।
जय हे, जय हे, जय हे,
जय जय जय जय हे ।

ENGLISH TRANSLATION OF NATIONAL ANTHEM

Thou art the ruler of the minds of all people,
dispenser of India's destiny.
Thy name rouses the hearts
of Punjab, Sind, Gujarat and Maratha,
of the Dravida and Orissa and Bengal;
It echoes in the hills of
the Vindhyas and Himalayas,
mingles in the music of Yamuna and Ganga
and is chanted by the waves of the Indian Sea.
They pray for thy blessings and sing thy praise.
The saving of all people waits in thy hand,
Thou dispenser of India's destiny,
Victory, victory, victory to thee.



PREAMBLE

WE, THE PEOPLE OF INDIA,

Having solemnly resolved to constitute India into a [SOVEREIGN SOCIALIST SECULAR DEMOCRATIC REPUBLIC] and to secure to all its citizens:

JUSTICE, social, economic and political;

LIBERTY of thought, expression, belief, faith and worship;

EQUALITY of status and of opportunity; and to promote among them all

FRATERNITY assuring the dignity of the individual and the unity and integrity of the Nation

IN OUR CONSTITUENT ASSEMBLY this twenty-sixth day of November, 1949, do

HEREBY ADOPT, ENACT AND GIVE TO OURSELVES THIS CONSTITUTION.

OUR EMBLEM

The Emblem is an adaptation of the Lion Capital of Asoka at Sarnath. In the original, there are four lions, mounted back-to-back, on a circular abacus, which itself rests on a bell-shaped lotus. The frieze of the abacus has sculptures in high relief of an elephant, a galloping horse, a bull and a lion separated by intervening Dharma Chakras. The profile of the Lion Capital showing three lions mounted on the abacus with a Dharma Chakra in the centre, a bull on the right and a galloping horse on the left, and outlines of Dharma Chakras on the extreme right and left was adopted as the State Emblem of India on January 26, 1950. The bell-shaped lotus was omitted. The motto Satyameva Jayate, which means 'Truth Alone Triumphs', written in Devanagari script below the profile of the Lion Capital is part of the State Emblem of India.



सत्यमेव जयते

NATIONAL FLAG

The Indian flag was designed as a symbol of freedom. The late Prime Minister Nehru called it a flag not only of freedom for ourselves, but a symbol of freedom to all people.

The flag is a horizontal tricolor in equal proportion of deep saffron on the top, white in the middle and dark green at the bottom. The ratio of the width to the length of the flag is two is to three. In the center of the white band, there is a wheel in navy blue to indicate

the Dharma Chakra, the wheel of law in the Sarnath Lion Capital. Its diameter approximates the width of the white band and it has 24 spokes. The saffron stands for courage, sacrifice and the spirit of renunciation; the white, for purity and truth; the green for faith and fertility. The design of the National Flag of India was adopted by India's Constituent Assembly on 22nd July, 1947. Its use and display are regulated by a code.





NATIONAL SONG

Composed by Bankim Chandra, this song appears in the Bengali novel Anand Math. The English translation of Vande Mataram rendered by Shree Aurobindo, is considered to be the 'official one' and the best. The first stanza of this song has been given the status of our national song.

वन्दे मातरम्!
सुजलाम्, सुफलाम्, मलयजशीतलाम्,
शशयश्यामलाम्, मातरम्!
शुभ्रज्योत्स्नापुलकितयामिनीम्,
फुल्लकुसुमितद्रुमदलशोभिनीम्,
सुहासिनीम् सुमधुरभाषिणीम्,
सुखदाम् वरदाम्, मातरम्!
वन्दे मातरम्!
कोटि-कोटि-कण्ठ-कल-कल-निनाद-कराले,
द्विसप्त-कोटि-भुजैर्धृत-खरकरवाले,
के बोले मा तुमी अबले?
बहुबलधारिणीम् नमामि तारिणीम्,
रिपुदलवारिणीम् मातरम्!
वन्दे मातरम्!
त्वं हि प्राणाः शरीरे!

तुमि विद्या, तुमि धर्म,
तुमि हृदि, तुमि मर्म,
बाहुते तुमि मा शक्ति,
हृदये तुमि मा भक्ति,
तोमारै प्रतिमा गडि मन्दिरे-मन्दिरे!
वन्दे मातरम्!
त्वं हि दुर्गा दशप्रहरणधारिणी,
कमला कमलदलविहारिणी,
वाणी विद्यादायिनी, नमामि त्वाम्!
नमामि कमलाम्, अमलाम्, अतुलाम्,
सुजलाम्, सुफलाम्, मातरम्!
वन्दे मातरम्!

STATE ANTHEM

Written by Lakshminath Bezbarua and attuned by Kamala Prasad Agarwala. It was officially adopted as the State song of Assam at the Assam Student Conference held in Tezpur in 1927.

অ' মোৰ আপোনাৰ দেশ
অ' মোৰ চিকুণী দেশ
এনেখন সুৱলা
এনেখন সুফলা
এনেখন মৰমৰ দেশা
অ' মোৰ সুৰীয়া মাত
অসমৰ সুৱদি মাত
পৃথিৱীৰ কতো বিচাৰি জনমটো
নোপোৱা কৰিলে পাৰা
অ' মোৰ উপজা ঠাই
অ' মোৰ অসমী আই
চাই লওঁ এবাৰ মুখখনি তোমাৰ
হেঁপাহ মোৰ পলুৱা নাই

ENGLISH TRANSLATION OF STATE ANTHEM

O my endearing country
O my enchanting country
So euphonious, so bounteous
So near and dear a country
O my euphonious voice
The melodic voice of Assam
Nowhere in the world, you can ever find
even if you scour through life.
O my land of birth
O my mother Assam
Let me have one, look at your face
My heart hasn't been sated.



SCHOOL SONG

In the heart of wisdom's light, we stand,
Royal Global, proud and grand,
With dreams as high as the open sky,
Together we soar, together we fly.

In the halls of wisdom, bright and wide,
Royalites stand with pride.
A place where minds are free to roam,
A second heart, a learning home.

Beyond the walls, our vision flies,
Chasing dreams that touch the skies.
With open books and hearts that gleam,
We shape the world, we dare to dream.

It's our Royal Global School

SCHOOL PRAYER

Eternal God
Creator of All
I firmly believe
That I am Now
In Thy Presence
I Adore,
Thy Divine Majesty
And I Ask of Thee
To Enlighten My Mind
That I May Know Thee
More Clearly
So Move My Heart
That I May Love Thee
Above All Things
And My Neighbour As Myself
For Love of Thee.
Amen

Note: An exclusive song book will be made available to the students.



SCHOOL SCHEDULE

Sl. No.	Wing	Days	Timing
1	Early Years	Monday-Friday	8:00 AM-12:00 PM
2	Primary (Gr. I-V)	Monday-Friday	8:00 AM-02:10 PM
3	Middle (Gr. VI-VIII)	Monday-Saturday	8:00 AM-02:10 PM
4	Secondary (Gr. IX-X)	Monday-Saturday	8:00 AM-02:10 PM
5	Sr. Secondary (Gr. XI-XII)	Monday-Saturday	8:00 AM-02:10 PM

• Month wise non-working Saturdays are mentioned in the calendar.

Administrative Department (Business Hours for the parents, staff and others)

Sl. No.	Days	Timing
1	Monday-Friday	8:30 AM-04:00 PM
4	Saturday	8:30 AM-04:00 PM

Meetings with the parents on prior appointments.

Sl. No.	Appointments	Days	Timing
1	Teachers	Monday & Saturday	9:00 AM-01:00 PM
2	VP/HM/Coordinators	Monday & Saturday	9:00 AM-01:00 PM
3	Principal/Director	Monday & Saturday	9:00 AM-01:00 PM

Note :

1. All meetings can be arranged only on prior appointment.
2. Parents are requested to seek appointments only through email at least three days in advance unless there is an emergency.



CONTACTS AND COMMUNICATION

Sl. No.	Department / Official	Email / Contact No.
1	Front Office	enquiry@rgs.edu.in, +918822607725
2	Accounts Department	accounts@rgs.edu.in, +918811055508
3	Transport Department	transport@rgs.edu.in, +918811055509
4	Admission Dept.	admissions@rgs.edu.in, +918822607726, 7099020917
5	RGS Security Gate	+918811055532
6	IT Department	itcoordinator@rgs.edu.in, +919577375287
7	Head of Boarding	hob@rgs.edu.in, +918811032360
8	Gulmohar House Mistress (Girls' Hostel)	gulmohar@rgs.edu.in, +918811055533
9	Amaltas House Master (Boys' Hostel)	amaltas@rgs.edu.in, +917099091260
10	Activity Department	activities@rgs.edu.in, +917099067364
11	Sports Department	sports@rgs.edu.in
12	HR Department	hr@rgs.edu.in, +918811032728
13	Vice Principal's Office	vp@rgs.edu.in, +917099036959
14	Principal's Office	principal@rgs.edu.in, 8822607725
15	Director's Office	director@rgs.edu.in, 7099067365

Visit our Website and Social Media:





ORGANISATION

FOUNDATIONAL STAGE (Nursery to II)

Foundational Stage comprises of the Early Years I, Early Years II, Early Years III, Grades I & II.

PREPARATORY STAGE (Grades III- V)

The Preparatory Stage comprises of the young learners of Grades III, IV and V.

MIDDLE STAGE (Grades VI - VIII)

The Middle Stage comprises of the young adolescents of Grades VI, VII and VIII.

SECONDARY STAGE (Grades IX - XII)

The Secondary Stage comprises of the senior students of Grades IX, X, XI and XII.

HOUSES

All students are assigned a House for the duration of their time at Royal Global School. There are four house teams in Royal Global School, and they are named after four eminent Indian personalities to acknowledge and honour their contribution and service towards the society. Each of our Houses symbolizes an ideal that is both admired and desired in our children.



Gandhi (Yellow)

The colour yellow signifies joy, optimism and truth. Students of Gandhi House strive to walk upon the path of righteousness, honesty and happiness with humility in their hearts.



Mother Teresa (Green)

The colour green represents courage and valour. Students of Mother Teresa House are inspired to work with fearless conviction, and strive to render service to the society.



Tagore (Red)

Red symbolizes the spirit of perpetual progress towards discovery and attainment of knowledge. Students of Tagore House believe that ceaseless action, perseverance and diligence are the pillars of success and happiness.



Vivekananda (Saffron)

The colour saffron embodies sacrifice, strength and courage. Students of Vivekananda House strive to encourage students to pursue wisdom and experience through spiritual excellence.



SCHOOL MEMBERSHIPS



ROUND SQUARE

Round Square is a world-wide association of more than 200 schools on five continents sharing unique and ambitious goals. Round Square is based on the theories of experiential educational philosopher Kurt Hahn who believed that schools should have a greater purpose beyond preparing students for college and university.

All member schools share a strong underlying belief and they are founded on a philosophy which embraces a series of six pillars or IDEALS - Internationalism, Democracy, Environmental Stewardship, Adventure, Leadership and Service. Round Square Students at Round Square schools make a commitment to addressing each of these pillars through conferences, exchanges, work projects, community service, adventure and MUN Conferences. RGS is a candidate school since 2023 and is very soon going to become a member school.



INTERNATIONAL AWARD FOR YOUNG PEOPLE (IAYP)

The Award Programme was first introduced in the United Kingdom in 1956. IAYP's (International Award for Young People, India) aim is to motivate young people to get involved in a non-competitive programme of voluntary self-developmental activities.

- Participation age is 14-25 years.
- There are 4 mandatory sections- Service, Adventurous journey, Skills and Physical Recreation.
- There are 3 levels of Awards-Bronze, Silver and Gold.
- Royal Global School is a YES (Youth Engaging Society) centre, offering skill training and Community Service initiatives.

It was started in RGS in 2016 from Grade IX-XII and we have successfully produced awardees at all three levels.



MODEL UNITED NATIONS (MUN)

Model United Nations (MUN) is simulation of the operations of The United Nations that aims to educate participants about current events, topics in international relations, diplomacy and the United Nations agenda. The participants represent a country as its delegates and take on roles as diplomats, investigate international issues, debate, deliberate, consult and then arrive at solutions to world problems.

RGS had introduced MUN in the year 2015. We have organised Intra and Inter school MUNs year after year. Our school takes part in MUNs hosted by schools in India and abroad and also sends delegates to prestigious organizations.



OUR INSPIRATION

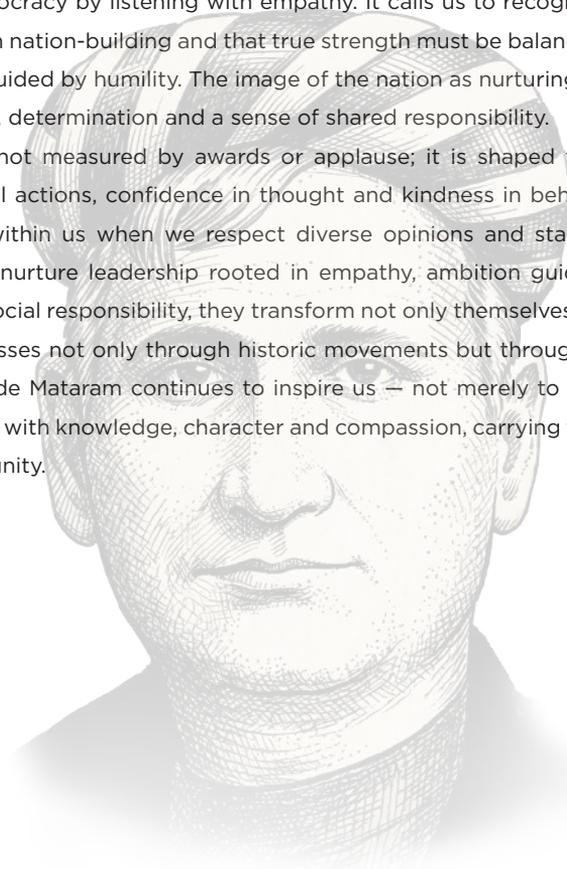
VANDE MATARAM AT 150: OUR INSPIRATION FOR CHARACTER, COURAGE AND CHANGE

On 7 November 2025, India marks 150 years of Vande Mataram, the song written in 1875 by Bankim Chandra Chattopadhyay and later included in his novel Anandamath, which became a moral force connecting people beyond caste, creed and language. First sung publicly by Rabindranath Tagore in 1896 and recognised in 1950 as India's National Song, it became the emotional heartbeat of the freedom movement. From the Swadeshi movement to anti-colonial protests across Bengal, Bombay and Punjab, its echo united students, leaders and ordinary citizens in a shared dream of self-governance. More than a patriotic cry, Vande Mataram was a lesson in character – inspiring discipline in protest, courage in suffering and unity in diversity, reminding people that love for the motherland meant responsibility, sacrifice and integrity.

In today's world, the relevance of Vande Mataram lies not in slogans but in values. To bow to the Mother is to honour the soil by keeping it clean, to respect diversity by practising equality, and to strengthen democracy by listening with empathy. It calls us to recognise that girls and boys are equal partners in nation-building and that true strength must be balanced with compassion, while pride must be guided by humility. The image of the nation as nurturing yet powerful continues to inspire devotion, determination and a sense of shared responsibility.

True growth is not measured by awards or applause; it is shaped through disciplined habits, integrity in small actions, confidence in thought and kindness in behaviour. The spirit of Vande Mataram lives within us when we respect diverse opinions and stand firmly against injustice. When students nurture leadership rooted in empathy, ambition guided by ethics and success balanced with social responsibility, they transform not only themselves but the outlook of society. A nation progresses not only through historic movements but through the everyday conduct of its citizens. Vande Mataram continues to inspire us – not merely to remember the past, but to shape the future with knowledge, character and compassion, carrying the spirit of the motherland forward with dignity.

Vande Mataram.





SCHOOL CALENDAR

APRIL 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 NIWD	2 NIWD	3 Good Friday	4 NIWD
5	6 Meet and Greet (Grade I-XII) Hostellers Return & Orientation for Hostellers	7 School Reopens (Grade I-XII) Traditional Wear (Grade I-XII)	8	9	10	11
12	13 Pre-Bihu Celebration	14 Bohag Bihu Special Boarding Outing	15 Bohag Bihu	16 Bohag Bihu	17	18 World Heritage Day
19	20 House Board Topic Announcement	21	22 World Earth Day	23 World Book Day	24	25
26	27	28	29 World Dance Day	30		

NIWD: Non-Instructional Working Day for Teachers

Holiday/
Non-working Day



NIWD





MAY 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1 May Day and Buddha Purnima	2 Weekly Test (Grade VI-X, XII) Mother's Day (Grade I & II)
3	4 House Board to be put up	5 Traditional Wear (Grade I to XII)	6	7	8 Weekly Test (Grade III-X, XII) Mother's Day Activity (Grade III - V)	9 Rabindra Jayanti
10 Mother's Day	11	12	13	14 House Board Result Announcement	15	16 Weekly Test (Grade VI-X, XII) Field Trips (Grade IV & V)
17	18 Field Trips (Grade I - III)	19	20	21	22 Weekly Test (Grade III - X, XII)	23
24	25 Election of Prefect Council	26	27 Id-ül-Zuha 	28	29 Weekly Test (Grade III-X, XII)	30 Investiture Ceremony Parent-Teacher Virtual Conference (Grade I)
31						

JUNE 2026



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 Jannotsav of Shri Sri Madhav Dev	2 Traditional Wear (Grade I to XII)	3 Evaluation I (Grade I & II)/Periodic Assessment I Begins (Grade III - V)	4 Periodic Assessment I Begins (Grade VI - IX)	5 Periodic Assessment (Grade X & XII) Begins World Environment Day	6 Parent - Teacher Virtual Conference (Grade 2)
7	8	9	10	11	12	13
14	15	16	17	18	19 Weekly Test. (Grade XI) Father's Day Activities (Grade III, IV & V)	20 Father's Day (Grade I & II)
21 International Day of Yoga Father's Day	22 Spring cleaning of classroom (8th period) Special Assembly on Yoga	23 Intra-Section/ Inter-House Events & Workshops (Grade I - V)	24 Intra-Section/ Inter-House Events & Workshops (Grade I - V)	25 Intra-Section/ Inter-House Events & Workshops (Grade I - V)	26 Intra-Section/ Inter-House Events & Workshops (Grade I - V) & Performing Arts Presentation	27 NWID Summer Break Begins
28	29 NWID	30 NWID				

- 3rd June to 12th June: Evaluation I (Grade I & II)/Periodic Assessment 1 (Grade I-IX)/Periodic Assessment (Grade X & XII)
- 22nd June to 26th June: Teacher Parent Meet
- 29th June to 25th July: Summer Break



JULY 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
Hostellers Return	School Re-opens			House Board Topic Announcement	Weekly Test (Grade III - XII)	

- 29th June to 25th July: Summer Break
- 29th June to 4th July: Summer Camp (Grade I-VIII)
- Excursion - International (Grade VIII - XII)

AUGUST 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1 Social Science Exhibition (Grade IX-XII)
2 Friendship Day	3 Traditional Wear (EY to Grade 12)	4 Weekly Test (Grade III-XII)	5 Round Square Inter-School Event (Mock Parliament)	6 Round Square Event (Mock Parliament)	7 Round Square Event (Mock Parliament)	8 Round Square Event (Mock Parliament) Parent-Teacher Virtual Conference (Grade I)
9 House Board to be put up	10 Weekly Test (Grade III-VIII, XI)	11 House Board Result Announcement	12 Field Trip (Grade I, II & III)	13 Weekly Test (Grade VI-VIII)	14 Independence Day Celebration	15 Science and STEM Exhibition (Grade VI-VIII)
16	17 Birthdays of Mother Teresa	18 Field Trip (Grade IV & V)	19 Parent-Teacher Virtual Conference (Grade II)	20 Weekly Test (Grade VI - VIII, XI)	21 Weekly Test (Grade VI - VIII, XI)	22 Weekly Test (Grade VI - VIII, XI) Field Trip (Grade IV & V) Parent-Teacher Virtual Conference (Grade II)
23	24 Raksha Bandhan	25	26	27	28	29
30 • 26th August: SEWA Project by Grade IX	31					



SEPTEMBER 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 Traditional Wear (Grade I - XII)	2	3 Celebration of Teacher's Day (Grade I - V)	4  Janmashtami	5 Celebration of Teacher's Day (Grade VI-XII) 
6 Study Leave (Grade I-XII)	7	8 Half-yearly Examination begins (Grade I-XII)	9	10	11	12 Tirubhav Tithi of Srimanta Sankardev
13	14	15	16	17 Vishwakarma Puja 	18	19 Admission for the Session 2027-28 starts (EY-Grade VIII)
20	21	22	23	24 SOF International Computer Science Olympiad	25 Mathematics Exhibition (Grade VIII, IX, XI)	26
27	28	29	30 SOF International English Olympiad			

• 8th Sept to 18th Sept: Half Yearly Examination/Progression Test II/Evaluation I (Grade I-XII)

OCTOBER 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1 House Board Topic Announcement Weekly Test (Grade III-XII)	2 Gandhi Jayanti 	3 PTM (Grade I - XII)
4	5 Traditional Wear (Grade I - XII) SOF International General Knowledge Olympiad	6	7	8 Weekly Test (Grade III-XII) Inter-School Debate	9 Inter-School Debate	10 Educational Trip (Grade III) Inter-School Debate
11	12 House Board to be put up	13	14	15 House Board Result	16 Weekly Test (Grade III-XII) Pre Pujja Celebration 	17 Pujja Break Begins 
18 Kati Bihu 	19 	20 	21 	22 	23 	24
25 Lakshmi Pujja Hostellers Return 	26 School reopens	27	28	29 Weekly Test (Grade III-V)	30 SOF National Science Olympiad Night Stay (Grade I)	31 Weekly Test (Grade VI - XII) Educational Trip (Grade IV)

• 17th October to 26th October: Excursion (Grade V - VIII)





NOVEMBER 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3 Traditional Wear (Grade I - XII)	4	5	6 Weekly Test (Grade III - XII)	7
8 Deepawali & Kali Puja	9 Deepawali & Kali Puja	10	11 Bhatri Dwitiya	12	13 Weekly Test (Grade XII) Children's Day Celebration (Grade I-V)	14 Children's Day (Grade VI-XII)
15 Chatt Puja	16	17 Evaluation II (Grade I & II)/Periodic Assessment (Grade III-V) Begins	18 Periodic Assessment II Begins (Grade VI-VIII)	19	20 Periodic Assessment Begins (Grade XI)	21 Weekly Test (Grade X & XII)
22	23 Celebration of Guru Nanak's Birthday	24 Guru Nanak's Birthday & Lachit Divas	25	26 Indian Constitution Day	27	28
29	30 SOF International Social Science Olympiad (Grade IV & X) SOF International Commerce Olympiad (Grade XI & XII)					

- 17th Nov to 27th Nov: Evaluation II (Grade I & II)/Progression Test II (Cambridge)/Periodic Assessment II (Grade I-IX, XI)
- 21st Nov: SEWA Project (Grade IX)

DECEMBER 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 2 Pre-Board I Begins (Grade X & XI)	2	3	4 Weekly Test (Grade III-V)	5 Weekly Test (Grade VI-VIII, XI)
6	7	8	9	10 SOF International Mathematics Olympiad	11	12
13	14	15	16 Royal Symphony	17	18 Christmas Celebration	19 PTM (Grade X & XII)
20	21	22 Founders' Day	23 Alumni Meet	24 Winter Break begins	25 Christmas 	26
27	28	29	30	31 Towards 2027		

• 1st December to 11th December : Pre-Board I (Grade X & XI)





JANUARY 2027

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3 Hostellers Return	4 Pre-Board II Begins (Grade X & XII)	5 Traditional Wear (Grade I - IX, XI)	6	7	8 Field Trip (Grade I,II & III) Weekly Test (Grade II - VIII)	9 Staff Picnic
10	11	12	13 Magh Bihu Celebration	14 Magh Bihu (Subject to changes as per the directive of the Govt. of Assam)	15 Magh Bihu 	16 Magh Bihu 
17 Shilpi Divas	18	19 House Board Topic Announcement	20	21 Annual Sports Day (EY - Grade II)	22 Annual Sports Day (Grade II-V)	23
	25	26 Republic Day Celebration	27 House Board to be put up	28	29 Weekly Test (Grade II-VIII)	30 Farewell Ceremony (Grade XII)
31						

• 4th January to 16th January: Pre-Board (Grade X-XII)

FEBRUARY 2027

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 House Board Results	2 D	3	4	5	6
7	8	9	10	11 Saraswati Puja Celebration	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

• Annual Examination (Grade II - IX, XI) - Dates will be announced based on the CBSE Grade X and XII Datesheets



MARCH 2027

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2 Traditional Wear (Grade I - IX, XI)	3	4	5	6 Maha Shivratri
7	8	9 Eid-ul-fitr 	10	11	12	13
14	15	16	17	18	19	20
21	22 Holi 	23 Holi 	24	25	26	27
28	29 Orientation of new parents & issue of books to new parents	30	31 Session 2027-28 starts from 5th April 2027			

• PTM dates - Dates will be announced based on the CBSE Grade X & XII examination.

• Session 2027-2028 starts from 5th April, 2027



SCHEDULE OF COMMENCEMENT OF SCHOOL

Sl. No.	Reporting Date	Date	Day	Time
1	All staff and teachers (Professional Development Program Begins)	30th March, 2026	Tuesday	8:00 AM
2	Meet & Greet: Parents of Grade I-V	6 April, 2026	Monday	9:00 AM
3	Meet & Greet: Parents of Early Years	6 April, 2026	Monday	11:30 AM
4	Meet & Greet: Parents of Grade VI-VIII	6 April, 2026	Monday	09:00 AM
5	Meet & Greet: Parents of Grade IX to XII	6 April, 2026	Monday	11:30 AM
6	Commencement of Classes (All grades)	7 April, 2026	Tuesday	8:00 AM

Note: During Meet & Greet event respective Class teachers and Subject teachers will meet with the parents, introduce themselves and set the expectation of the school. Similarly, parents are expected to raise queries/concern etc. to make the school experience of their ward a positive one.



HOLIDAY LIST 2026-27

Month	Dates	Day	Occasion
April	3rd	Friday	Good Friday
	14th - 16th	Tuesday - Thursday	Bohag Bihu
May	1st	Friday	May Day and Buddha Purnima
	27th	Wednesday	Id-UI-Zuha
June	29th - 30th	Monday - Tuesday	Summer Vacation
July	1st - 25th	Wednesday - Saturday	Summer Vacation
August	15th	Saturday	Independence Day
	28th	Friday	Raksha Bandhan
September	4th	Friday	Krishna Janmashtami
	12th	Sunday	Tirubhav Tithi of Srimanta Sankardeva
	17th	Thursday	Vishwakarma Puja
October	2nd	Friday	Birthday of Mahatma Gandhi
	18th	Sunday	Kati Bihu
	19th & 26th	Monday - Monday	Durga Puja and Lakshmi Puja
November	8th - 9th	Sunday - Monday	Deepawali and Kali Puja
	24th	Tuesday	Guru Nanak's Jayanti and Lachit Divas
December	23rd-31st	Wednesday - Thursday	Christmas and Winter Break
January	1st -2nd	Friday - Saturday	Winter Break
	14th - 16th	Thursday - Saturday	Magh Bihu
	26th	Tuesday	Republic Day
March	6th	Saturday	Maha Shivratri
	9th	Tuesday	Eid-UI-Fitr
	22nd - 23rd	Monday - Tuesday	Holi



MAJOR BREAK/VACATIONS

Sl. No	Vacations	Begins	Ends	No. Of Days	Classes Resumes
1	Summer Vacation	29th June, 2026	25th July, 2026	27 Days	27th July, 2026
2	Puja Break	19th October, 2026	26th October, 2026	8 Days	27th October, 2026
3	Winter Break	23rd December, 2026	2nd January, 2027	11 Days	4th January, 2027

BAGLESS DAYS

Sl. No.	Day	Date	
1	Saturdays with events		
2	Inter Section Activity/Inter-House Events and Workshops	23rd June to 26th June 2026	
3	Parent Teacher Meeting (Nursery To Grade V)	3rd October Based on CBSE Grade X & XII Exams	
	Parent Teacher Meeting (Grade VI To Grade XII)		Term I
4	Parent Teacher Meeting (Nursery To Grade V)		Term II
	Parent Teacher Meeting (Grade VI To Grade XII)		
5	Royal Symphony	16th December, 2026	
6	Founders' Day	22nd December, 2026	
7	Annual Sports Day (EY to Grade II)	20th January, 2027	
8	Annual Sports Day (Grade III to V)	21st January, 2027	



SCHEDULE OF WEEKLY TEST

Grade III - V	Grade VI - XII
Term I	
X	2nd May 2026, Saturday (Except Grade XI)
8th May, Friday	8th May, Friday (Except Grade XI)
15th May, Friday	16th May, Saturday (Except Grade XI)
22nd May, Friday	22nd May, Friday (Except Grade XI)
29th May, Friday	29th May, Friday (Except Grade XI)
X	19th May, June (Only Grade XI)
31st July, Friday	31st July, Friday
5th August , Friday	5th August , Friday
14th Aug, Friday	14th Aug, Friday (Grades VI to VIII and XI)
21st August, Friday	21st Aug, Friday (Grades VI to VIII and XI)
X	29th Aug, Saturday (Grades VI to VIII and XI)
Term II	
1st October, Thursday	1st October, Thursday
8th October, Thursday	8th October, Thursday
16th October, Friday	16th October, Friday
29th October, Thursday	31st October, Saturday
6th November, Friday	6th November, Friday
X	21st November, Saturday (Only Grade X and XII)
4th December, Friday	5th December, Saturday (Grade VI to VIII, XI)
8th January, 2027 Friday	8th January 2027, Friday (Grade VI to VIII)
29th January, 2027 Friday	29th January, 2027, Friday (Grade VI to VIII)
	X
Kindly Note: Weekly Test of Grade III to V will be formative assessment. (i.e. There will be no Pen and Paper test)	

NOTE : As a part of continuous assessment, students of **Grade III to V** will sit for **weekly tests on Fridays/as scheduled** while students of **Grade VI to XII** will sit for **weekly tests on Saturdays/as scheduled**.



SCHEDULE OF TEST/EXAMINATION (CAMBRIDGE)

Sl. No	Stage	Name Of The Test/Examination	Start Date	End Date
1	I & II	Progression Test I	03-06-2026	12-06-2026
2		Progression Test II	17-11-2026	27-11-2026
3		Progression Test III	Will be notified later in accordance with CBSE Board Exam	Will be notified later in accordance with CBSE Board Exam
4	III TO V	Progression Test I	03-06-2026	12-06-2026
5		Progression Test II	08-09-2026	18-09-2026
6		Progression Test III	17-11-2026	27-11-2026
7		Progression Test IV	Will be notified later in accordance with CBSE Board Exam	Will be notified later in accordance with CBSE Board Exam



SCHEDULE OF TEST/EXAMINATION (CBSE)

Grade I-XII

Sl. No	Grade	Name Of The Test/Examination	Start Date	End Date
1	I & II	Evaluation - I	03-06-2026	12-06-2026
2		Evaluation - II	17-11-2026	27-11-2026
3		Evaluation -III	Will be notified later in accordance with CBSE Board Exam	Will be notified later in accordance with CBSE Board Exam
4	III TO V	Periodic Assessment - I	03-06-2026	12-06-2026
5		Half Yearly Examination	08-09-2026	18-09-2026
6		Periodic Assessment - II	17-11-2026	27-11-2026
7		Annual Examination	Will be notified later in accordance with CBSE Board Exam	Will be notified later in accordance with CBSE Board Exam
8	VI to IX	Periodic Assessment - I	04-06-2026	12-06-2026
9		Half Yearly Examination	08-09-2026	18-09-2026
10		Periodic Assessment - II	18-11-2026	27-11-2026
11		Annual Examination	Will be notified later in accordance with CBSE Board Exam	Will be notified later in accordance with CBSE Board Exam
13	XI	Half Yearly Examination	08-09-2026	18-09-2026
14		Periodic Assessment	20-11-2026	27-11-2026
15		Annual Examination	Will be notified later in accordance with CBSE Board Exam	Will be notified later in accordance with CBSE Board Exam
16	X & XII	Periodic Assessment	05-06-2026	12-06-2026
17		Half Yearly Examination	08-09-2026	18-09-2026
19		Pre-Board - I	01-12-2026	11-12-2026
20		Pre-Board - II	04-01-2027	12-01-2027
21		Board Examination	Feb 2027 (Tentative)	April 2027 (Tentative)

NOTE : As a part of continuous assessment, students of **Grade III to V** will sit for **weekly tests on Fridays/as scheduled** while students of **Grade VI to X & XII** will sit for **weekly tests on Saturdays/as scheduled**.



PARENT- TEACHER MEETING (PTM) & TEACHER- PARENT MEETING (TPM)

Introduction:

Parent-Teacher Meetings (PTMs) and Teacher- Parent Meetings (TPM) are an integral part of Royal Global School's commitment to fostering a strong partnership between parents, teachers, and the school community. These meetings provide a valuable platform for effective communication, collaboration, and the holistic development of our students. This policy outlines the purpose, scheduling, and conduct of meetings to ensure that they are productive and beneficial for all stakeholders.

Purpose

- **Student Progress:** PTMs and TPMs aim to discuss and assess students' academic progress, strengths, and areas requiring improvement. Teachers will provide insights into each student's development and performance.
- **Parent-Teacher Interaction:** PTMs and TPMs offer parents an opportunity to communicate with teachers, ask questions, and express concerns related to their child's education.
- **Goal Setting:** PTMs and TPMs provide a platform to set academic and personal goals for students and develop strategies for achieving them.
- **Parental Involvement:** PTMs and TPMs encourage parents to become actively involved in their child's education and school activities.
- **Feedback:** Teachers and parents can exchange feedback and ideas for continuous improvement in the educational process.

Schedule of PTM & TPM

Sl. No	Grade	Type	Date	Time
1	EY TO XII	TPM	15-06-26 to 26-06-26	--
2	EY TO V	PTM	03-10-26	8:30 AM to 11:30 AM
3	VI TO XII	PTM	03-10-26	11:30 AM to 02:00 PM
4	X & XII	PTM	19-12-26	8:30 AM to 11:00 AM
5	EY TO V	PTM		Dates will be announced based on the CBSE exams.
6	VI TO X, XI	PTM		

Conduct and Procedures:

Teacher-Parent Meeting (TPM), in which teachers will visit parents and students at their homes on prior notice, allowing teachers and parents to exchange feedback and ideas for continuous improvement in the educational process. It will be conducted in the 3rd & 4th week of June, 2026.

- **Appointment:** Parents are encouraged to schedule appointments in advance to ensure a structured and efficient meeting.
- **Duration:** Each PTM and TPM session will typically last 7-10 minutes to accommodate as many meetings as possible.



- **Respect and Professionalism:** PTMs and TPMs will be conducted in a respectful and professional manner. Both parents and teachers are expected to maintain a courteous and respectful tone.
- **Open Communication:** Both parents and teachers should engage in open, honest, and constructive dialogue. Listen actively and provide information or feedback based on facts.
- **Confidentiality:** Information shared during PTMs and TPMs is confidential and should not be disclosed to others without consent.
- **Documentation:** Teachers may provide documentation, such as report cards, progress reports, or examples of student work, to support discussions.
- **Follow-Up:** PTMs should lead to collaborative action plans and follow-up, with clear responsibilities assigned to both parents and teachers.
- **Resolution of Concerns:** If a parent has concerns or grievances, they should follow the school's established grievance procedures.

Feedback and Continuous Improvement:

Feedback from parents and teachers about PTMs is encouraged to continuously improve the process. The school administration will periodically review and refine the PTM policy and procedures to ensure they remain effective.

Conclusion:

We recognize the significance of PTMs and TPMs as vital channels for student success. Through open and constructive dialogue, we aim to enhance the educational experience for our students. This policy is a commitment to maintaining productive PTMs for the betterment.

SCHOOL UNIFORM POLICY

Royal Global School believes in maintaining a standard when it comes to grooming of the students. Therefore, the school follows a strict Dress Code Policy whereby students and parents are required to ensure that it is adhered to. Every student is required to come to school in proper school uniform, clean shoes, and ID Card. The students need to be alert regarding the days they are required to wear their sports uniform and the time from when they should come in their winter dress. Non-compliance may lead to strict action being taken.

The dress code for summer and winter is as follows:



Summer (Nursery - UKG)	
Boys	Girls
Half T-Shirt (Sky Blue)	Blue Tunic with tights
Blue Shorts	Socks
Socks	Black Shoes
Black Shoes	
Sports Track Pant	

Winter (Nursery - UKG)	
Boys	Girls
Hoodie (Blue)	Hoodie (Blue)
Track pant (Blue)	Track pant (Blue)
Full T-shirt (white)	Full T-shirt (white)
Cap and Muffler	Cap and Muffler
Socks	Socks
Black Shoes	Black Shoes

Summer (Grade I-II)	
Boys	Girls
Half Shirt (Sky Blue)	Half Shirt (Sky Blue)
Shorts (Checks)	Skirt (Checks)
Socks	Socks
Belt	Belt
Black Shoes	Black Shoes
T-Shirt	T-Shirt
Sports Shorts	Sports Shorts

Winter (Grade I-II)	
Boys	Girls
Full Shirt (Sky Blue)	Full Shirt (Sky Blue)
Trouser (Checks)	Trouser (Checks)
Tracksuit	Tracksuit
Half Sweater	Half Sweater
Full Sweater	Full Sweater
Cap and Muffler	Cap and Muffler
Socks	Socks
Belt	Belt
Black Shoes	Black Shoes



Summer (Grade III)	
Boys	Girls
Half Shirt (Sky Blue)	Half Shirt (Sky Blue)
Shorts (Grey)	Divided Skirt (Checks)
Socks	Socks
Belt	Belt
Black Shoes	Black Shoes
T-Shirt	T-Shirt
Sports Shorts	Sports Shorts

Winter (Grade III)	
Boys	Girls
Full Shirt (Sky Blue)	Full Shirt (Sky Blue)
Trouser (Grey)	Trouser (Grey)
Tracksuit	Tracksuit
Half Sweater	Half Sweater
Full Sweater	Full Sweater
Cap and Muffler	Cap and Muffler
Socks	Socks
Belt	Belt
Black Shoes	Black Shoes

Summer (Grade IV-V)	
Boys	Girls
Half Shirt (Sky Blue)	Half Shirt (Sky Blue)
Shorts (Grey)	Divided Skirt (Checks)
Socks	Socks
Belt	Belt
Black Shoes	Black Shoes
T-Shirt	T-Shirt
Sports Shorts	Sports Shorts

Winter (Grade IV-V)	
Boys	Girls
Full Shirt (Sky Blue)	Full Shirt (Sky Blue)
Trouser (Grey)	Trouser (Grey)
Tracksuit	Tracksuit
Half Sweater	Half Sweater
Full Sweater	Full Sweater
Cap and Muffler	Cap and Muffler
Blazer	Blazer
Tie	Tie
Socks	Socks
Belt	Belt
Black Shoes	Black Shoes



Summer (Grade VI-VIII)	
Boys	Girls
Half Shirt (Sky Blue)	Half Shirt (Sky Blue)
Trousers (Grey)	Divided Skirt (Checks)
Socks	Socks
Tie	Tie
Tracksuit	Tracksuit
Belt	Belt
Black Shoes	Black Shoes
T-Shirt	T-Shirt
Sports Shorts	Sports Shorts

Winter (Grade VI-VIII)	
Boys	Girls
Full Shirt (Sky Blue)	Full Shirt (Sky Blue)
Trouser (Grey)	Trouser (Grey)
Tracksuit	Tracksuit
Half Sweater	Half Sweater
Full Sweater	Full Sweater
Blazer	Blazer
Cap and Muffler	Cap and Muffler
Tie	Tie
Socks	Socks
Belt	Belt
Black Shoes	Black Shoes

Summer (Grade IX-XI)	
Boys	Girls
Half Shirt (Sky Blue)	Half Shirt (Sky Blue)
Trousers (Grey)	Trousers (Grey)
Socks	Socks
Tie	Tie
Tracksuit	Tracksuit
Belt	Belt
Black Shoes	Black Shoes
T-Shirt	T-Shirt
Sports Shorts	Sports Shorts

Winter (Grade IX-XII)	
Boys	Girls
Full Shirt (Sky Blue)	Full Shirt (Sky Blue)
Trouser (Grey)	Trouser (Grey)
Tracksuit	Tracksuit
Half Sweater & Full Sweater	Half Sweater & Full Sweater
Cap and Muffler	Cap and Muffler
Blazer	Blazer
Tie	Tie
Socks	Socks
Belt	Belt
Black Shoes	Black Shoes



HOUSE SYSTEM & CCA

Introduction

The purpose of this policy is to establish guidelines and procedures for the implementation of a dedicated period for house competitions within our school. House competitions promote teamwork, unity, and sportsmanship while enhancing the overall experience of our members. This policy outlines the objectives, rules, and expectations for the house competition.

Objectives

The objectives of the House competition are as follows:

- To promote teamwork, leadership, and collaboration among members.
- To foster a sense of belonging and pride within each house.
- To encourage participation and sportsmanship in various competitive activities.
- To provide an opportunity for members to showcase their talents and abilities.

House Allocation

- All members of the community will be divided into four houses: GANDHI, MOTHER TERESSA, TAGORE and VIVEKANANDA at the beginning of the academic year or designated period.
- Each house will have a designated House Master/ Mistress and a captain responsible for coordinating activities and representing their house.
- Students are divided in Groups like: Seedling (Nursery - UKG), Sub-junior (1-2) Junior(3-5) Middle (6-8) and Senior (9-12)

Competition Categories

House competitions may include a variety of categories such as:

- **Sports:** Organized sports events, including but not limited to, soccer, basketball, volleyball, Cricket, Tennis, Volley ball, Shooting, Squash, swimming, Horse-riding, Taekwondo, Badminton, Yog, Chess and Track & Field
- **Cultural Competitions:** Painting, Music, dance, Theater, or other cultural events.
- **Academic Challenges:** Quiz competitions, debates, MUN or academic trivia contests.
- **Creative Arts:** Art exhibitions, creative writing contests, or music competitions.
- **Service Projects:** Charitable activities or community service projects.

Rules and Guidelines

- A set of rules and guidelines will be established for each competition category to ensure fair play and safety.



- The decisions of judges or referees will be final.
- Participants and spectators are expected to uphold the values of sportsmanship and fair competition.

Points System

- A points system will be used to track the performance of each house throughout the competition period.
- Points may be awarded based on competition results, participation, and sportsmanship.

Prizes and Recognition

- Prizes and recognition will be awarded to the winning house based on their overall performance.
- Prizes may include trophies, certificates, or other incentives.

Code of Conduct

All participants and spectators are expected to adhere to a code of conduct that promotes respect, fairness, and positive behavior.

Review and Evaluation

The effectiveness of the house competition period will be reviewed and evaluated annually to make improvements and adjustments as needed.

Amendments to the Policy

This policy may be amended or updated as necessary with input from [school/community] members.

Implementation

This policy will be implemented by the Electives Department with continuous cooperation from all the House Masters

Conclusion

The house competition period is an essential component of our culture, encouraging unity, teamwork, and sportsmanship. This policy serves as a framework to ensure its successful execution. The main idea behind the house block is to give all our students and faculty members a chance to bond with each other.

There's a separate block dedicated to the activities where students from all four houses come to participate in the activity planned by Activity teachers and this is called HOUSE block.

The house is assigned by the Physical Education Dept. to Teachers and students so as to have equal numbers of students in each house, when the new student or teacher joins the school and they are bound to stay with that particular house till they leave or graduate.



SPORTS OPTIONS

- Swimming classes will be compulsory for all students up to Grade: VIII. Grade: IX-XII students will have Swimming as an option.
- Chess classes will be compulsory for all students from Grade: I- III. Grade: IV-XII students will have Chess as an option.
- Gymnastics classes will be compulsory for all students from Grade: Nursery- III. Grade: IV-V students will have Gymnastics as an option.
- Yog classes will be compulsory for all students from Grade: II- VIII.
- Students can choose one Sport from amongst the following available options which will be scheduled in the regular time table.

GRADE	SPORTS CHOICES AVAILABLE
II	Football, Cricket, Skating, Taekwondo, Tennis.
III	Football, Cricket, Skating, Taekwondo, Table-Tennis, Badminton, Tennis.
IV & V	Football, Cricket, Skating, Taekwondo, Table-Tennis, Badminton, Tennis, Basketball, Chess, Archery.
VI-IX	Football, Cricket, Skating, Taekwondo, Table-Tennis, Badminton, Tennis, Basketball, Chess, Archery and Squash.
X-XII	Football, Cricket, Skating, Taekwondo, Table-Tennis, Badminton, Tennis, Basketball, Chess, Swimming, Archery, Squash and Pool & Billiards.

Note: However Horse riding will be introduced for Grade II as a part of the sports class.

- Yog is a part of regular class from Grade II-VIII. However, students from Grade II-V can opt for Aerobics in place of Yog.
- Students opting for Racquet games like Tennis, Badminton, and Table Tennis will have to bring their own racquets and students opting for Skating will also have to bring their own Skates. However, Balls and Shuttle cocks will be provided by school.
- It is mandatory for all students to come in Sports Dress i.e. House T-shirt and Track Pant on the day of Sports class.

ACTIVITY OPTIONS

GRADE	ACTIVITY 1	ACTIVITY 2
II-VIII	Flute, Tabla, Guitar, Piano & Keyboard, Violin, Acoustic Drums	Vocal, Bharatanatyam, Xattriya, Kathak, Modern Contemporary Dance
IX-XII	Vocal, Flute, Tabla, Guitar, Piano & Keyboard, Acoustic Drums, Violin, Bharatanatyam, Xattriya, Kathak, Modern Contemporary Dance	

- Students from Grade: II-VIII can make a choice of two activities, each from Activity 1 and 2 from amongst the following available options. Grade: IX-XII students will have only one activity from amongst the available options mentioned above



TYPICAL ASSEMBLY SCHEDULE

TIME- 08:05 AM - 08:20 AM		
Assembly Days: Every Working Monday, Wednesday and Thursday		
Sl. No.	Grade	Venue
1	Early years	A-Block Reception
2	Grade I-III	Rock & Roll room
3	Grade IV-V	Broadway
4	Grade VI-XII	Colosseum
5	Grade IX-XII	C-Plaza

CONTENTS OF THE ASSEMBLY

Sl. No.	Proceedings	Duration
1	School Prayer	01 Min
2	Prayer Song	01 Min
3	Thought For The Day	01 Min
4	Shloka Chanting	01 Min
5	Word of The Day	01 Min
6	Thematic Performance	07 Min
7	Speech By Teacher	02 Min
8	National Anthem	01 Min

DAILY SCHEDULE

MONDAY - FRIDAY		SATURDAY	
Time	Proceedings	Time	Proceedings
8:00am	Arrival	8:00am	Arrival
8:05am-8:20am	Assembly/Homeroom. DEAR	8:05am-9:30am	Weekly Test
8:20am-10:20am	Academic Block-I		
10:20am-10:30am	Recess	9:30am-9:45am	Recess
10:30am-12:20pm	Academic Block-II	9:45am-12:20pm	Sports/Activity Class-I/ Classes
12:20pm-12:50pm	Lunch Break	12:20pm-12:50pm	Lunch Break
12:50pm-2:10pm	Academic BlockI-II	12:50pm-2:10pm	Sports/Activity Class-II/ Classes
2:10pm	Dispersal	2:10pm	Dispersal



INTER HOUSE SPORTS/ACTIVITIES 2026-27

Middle and Senior

DATE & DAY	09:30AM - 11:30AM		12:00PM - 02:00PM	
	Sports (Grade VI-VIII)	Sports (Grade IX-XI)	Activities (Grade VI-VIII)	Activities (Grade IX-XI)
02-05-26 (Saturday)	---	Chess Table Tennis Skating Squash Archery	Declamation (Venue: Colosseum)	Declamation (Venue: Broadway)
16-05-26 (Saturday)	---	Basketball Cricket Taekwondo	Quiz (Venue: Colosseum)	Quiz (Venue: Colosseum)
20-06-26 (Saturday)	---	Tennis badminton Football	Group Dance (Venue: Colosseum)	Group Song & Group Dance (Venue: Broadway)
30-05-26 (Saturday)	Swimming	---	---	---
01-08-26 (Saturday)	Chess Table Tennis Skating Squash Archery	---	Group Song (Venue: Colosseum)	---
29-08-26 (Saturday)	Basketball Cricket Taekwondo	---	Debate (Venue: Colosseum)	Debate (Venue: Broadway)
19-09-26 (Saturday)	---	Swimming	---	---
10-10-26 (Saturday)	Tennis Badminton Football	---	Band Solo Dance (Venue: Colosseum)	Band Solo Dance (Venue: Broadway)



SCHEDULE OF INTRA CLASS

CO-CURRICULAR ACTIVITIES COMPETITION (SUB-JUNIOR & JUNIOR) SESSION: 2026-27 FROM 23-06-26 TO 26-06-26

Sl. No.	NAME OF THE INTRA CLASS COMPETITION	GRADE	DATE	TIME	VENUE
1	Show and Tell	I	23-06-26	08:30AM	Piano Room
2	Show and Tell	II	23-06-26	08:30AM	Rock & Roll room
3	English Poem Recitation	I	24-06-26	08:30AM	Piano Room
4	English Poem Competition	II	24-06-26	08:30AM	Rock & Roll room
5	Half a minute	III	23-06-26	08:30AM	Broadway
6	Dramatic Monologue	III	24-06-26	08:30AM	Broadway
7	Poem Recitation	III	24-06-26	10:30AM	Broadway

SCHEDULE OF INTER HOUSE

CO-CURRICULAR ACTIVITIES COMPETITION (SUB-JUNIOR & JUNIOR) SESSION: 2026-27 FROM 23-06-26 TO 26-06-26

Sl. No.	NAME OF THE INTER HOUSE COMPETITION	GRADE	DATE	TIME	VENUE
1	Quiz	IV-V	23-06-26	08:30AM	Colosseum
2	Debate	IV-V	24-06-26	08:30AM	Colosseum
3	Solo Song	IV-V	25-06-26	08:30AM	Colosseum
4	Declamation	IV-V	25-06-26	10:30AM	Colosseum
5	Solo Dance	IV-V	26-06-26	08:30AM	Colosseum



SPORTS CALENDAR 2026-27

GRADE I to V

DATE AND DAY	GRADE	DURING SCHOOL TIME	DURING STAY BACK
08.05.26 (Friday)	I (sub junior) IV-V (junior)	Inter Class Chess	Inter House Chess
15.05.26 (Friday)	II (sub junior) IV-V (junior)	Inter Class Chess	Inter House Taekwondo
22.05.26 (Friday)	II (sub junior) IV-V (junior)	Inter Class Chess	Inter House Table Tennis
05.06.26 (Friday)	II (sub junior) IV-V (junior)	Inter Class Taekwondo	Inter House Badminton
12.06.26 (Friday)	II (sub junior) IV-V (junior)	Inter Class Tennis	Inter House Tennis
18.06.26 (Thursday)	II IV-V	Inter Class Skating	Inter House Skating
07.08.26 (Friday)	III (sub junior) III (sub junior)	Inter Class Tennis Inter Class Skating	---
10.08.26 (Monday)	II (sub junior) IV-V (junior)	Inter Class Football	Inter House Football
20.08.26 (Thursday)	I, II, III (sub junior)	Inter Class Swimming	---
21.08.26 (Friday)	IV-V (junior)	Inter House Swimming	---
22.09.26 (Tuesday)	III (sub-junior)	Inter Class Football	---
23.09.26 (Monday)	III (sub-junior) IV-V (junior) IV-V (junior)	Inter Class Taekwondo	Inter House Squash Inter House Archery
07.10.26 & 08.10.26 (Wednesday & Thursday)	II (sub junior) IV-V (junior)	Inter Class Cricket	Inter House Cricket
12.10.26 (Monday)	III (sub-junior)	Inter Class Cricket	---
06.11.26 (Friday)	IV-V (junior)	---	Inter House Horse Riding

N.B.: Schedule is subject to change for weather condition, unavailability of field, CBSE meet or other reasons.

FEE RULES & REGULATIONS

The fees can be paid online by visiting our school website www.rgs.edu.in and clicking on the 'Academic Fee Payment' option. Fees can also be paid through the RGS mobile app. Kindly scan the **QR Code** to download.



IOS



Android

Sl. No.	Fees for	Duration	Time of Payment
1	1st Quarter	April-June	At the time of admission/ renewal before the commencement of the new session.
2	2nd Quarter	July-September	On/before 10th July 2026.
3	3rd Quarter	October- December	On/before 10th October 2026.
4	4th Quarter	January-March	On/before 10th January 2027.

1. Cash will not be accepted under any circumstance. Outstation cheques/non CTS cheques will not be accepted.
2. The Annual Fee (Payable yearly) is to be paid at the time of Admission/Renewal of Admission.
3. Imprest Money Expenses would be adjusted on actual expenses incurred by/on behalf of the student. The statement of Imprest can be obtained either from the school or can be sent by mail (accounts@rgs.edu.in) in the month of March of relevant session.
4. Hostel and Transport Fees are to be paid initially at the time of admission/renewal and thereafter by 10th October of the academic session.
6. If the fees is paid by Demand Draft (DD), it must be deposited with the School at least 5 days before the relevant due date.
7. Late fee fine of 100/- per day will be levied for every quarter on any pending fee head, for each day until the fee is paid.
8. In case of payment by DD in the school, the name of the student, grade/section, Admission I.D. no. along with mobile no. of parents must be mentioned at the back of the cheque/DD.
10. In case of any issues with online/net banking payment of fees, parents are requested to mail at: financemanager@rgs.edu.in / accounts@rgs.edu.in or WhatsApp at 8811055508



STUDENT'S HEALTH RECORD

Date	Ailment Reported: _____ _____ _____ _____ Nurse's Remarks: _____ _____ _____ _____ _____ _____ _____ Signature of the Nurse	Parent's Signature
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Date	Ailment Reported: _____ _____ _____ _____ Nurse's Remarks: _____ _____ _____ _____ _____ _____ _____ Signature of the Nurse	Parent's Signature
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Date	Ailment Reported: _____ _____ _____ _____ Nurse's Remarks: _____ _____ _____ _____ _____ _____ _____ Signature of the Nurse	Parent's Signature
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STUDENT'S HEALTH RECORD

Date	<p>Ailment Reported:</p> <hr/> <hr/> <hr/> <hr/> <p>Nurse's Remarks:</p> <hr/> <hr/> <hr/> <hr/> <hr/> <p>_____ Signature of the Nurse</p>	Parent's Signature
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Date	<p>Ailment Reported:</p> <hr/> <hr/> <hr/> <hr/> <p>Nurse's Remarks:</p> <hr/> <hr/> <hr/> <hr/> <hr/> <p>_____ Signature of the Nurse</p>	Parent's Signature
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Date	<p>Ailment Reported:</p> <hr/> <hr/> <hr/> <hr/> <p>Nurse's Remarks:</p> <hr/> <hr/> <hr/> <hr/> <hr/> <p>_____ Signature of the Nurse</p>	Parent's Signature
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RECORD OF LEAVES AVAILABLE

Date of Application	Reason for leave_____	Start Date
	_____	_____
	_____	End Date
	_____	_____
	Parent's Signature	Teacher's Signature

Date of Application	Reason for leave_____	Start Date
	_____	_____
	_____	End Date
	_____	_____
	Parent's Signature	Teacher's Signature

Date of Application	Reason for leave_____	Start Date
	_____	_____
	_____	End Date
	_____	_____
	Parent's Signature	Teacher's Signature

Date of Application	Reason for leave_____	Start Date
	_____	_____
	_____	End Date
	_____	_____
	Parent's Signature	Teacher's Signature

Date of Application	Reason for leave_____	Start Date
	_____	_____
	_____	End Date
	_____	_____
	Parent's Signature	Teacher's Signature



RECORD OF LEAVES AVAILED

Date of Application	Reason for leave_____	Start Date
	_____	_____
	_____	End Date
	_____	_____
	Parent's Signature	Teacher's Signature

Date of Application	Reason for leave_____	Start Date
	_____	_____
	_____	End Date
	_____	_____
	Parent's Signature	Teacher's Signature

Date of Application	Reason for leave_____	Start Date
	_____	_____
	_____	End Date
	_____	_____
	Parent's Signature	Teacher's Signature

Date of Application	Reason for leave_____	Start Date
	_____	_____
	_____	End Date
	_____	_____
	Parent's Signature	Teacher's Signature

Date of Application	Reason for leave_____	Start Date
	_____	_____
	_____	End Date
	_____	_____
	Parent's Signature	Teacher's Signature



TEACHER/TEACHER COMMUNICATION

Date	Remarks/Message	Teacher's Signature



PARENT/TEACHER COMMUNICATION

Date	Remarks/Message	Parent's Signature



RECORD OF HOMEWORK

Subject & Date	Notes/Remark



RECORD OF HOMEWORK

Subject:	Day:	Date:



CLASS TIME TABLE

Period	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1						
2						
3						
4						
5						
6						
7						
8						
9						



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