



# Christu Jayanthi Public School

(Affiliated to the Central Board of Secondary Education, New Delhi. Code No. 930714)

*Cr. No. RCJPS/P003/2021-22*

*15 May 2021*

Dear Parent,

Greetings from Rajagiri!

It is with great pleasure that we welcome you and your family to the Rajagiri fraternity. RCJPS as you know stands tall today with over 3000 students on board and ofcourse a much sought after educational institution which is one among the many CMI institutions. As we welcome you to Rajagiri, we sincerely hope that all of you are safe and fine amidst this pandemic.

Few months back there was a ray of hope and we believed that we got the pandemic behind us but now we realise that the situation is even worse. In the present scenario we will not be able to conduct physical classes for our students. We will formally re-open on **TUESDAY, 01 JUNE 2021** with an Initiation ceremony, a CMI tradition! All of you are requested to attend the same; details of which will reach you shortly. Though we have our initiation ceremony on Tuesday, 01 June 2021, regular sessions will begin as follows.

Grades I-VIII: **MONDAY, 07 JUNE 2021**

Grades IX & XI: **TUESDAY, 01 JUNE 2021**

Though sessions are online we will be in touch with you as often as possible virtually. Do feel free to contact us in case of any support or clarification. Class Teachers will form Class WhatsApp groups shortly and

it will be an ideal platform right now to communicate. All necessary instructions will be posted in these groups and we shall keep you updated. Let me bring to your notice certain know-hows of RCJPS which would be a ready reckoner.

### **1. ADMISSION AND DOCUMENTATION**

The submission of original documents is mandatory and hence the same will have to be submitted once travel restrictions are withdrawn and you are able to commute. The soft copies of the Transfer Certificate and other necessary documents may be sent to the school's email ID ([mail@christujayanthi.ac.in](mailto:mail@christujayanthi.ac.in)) on or before **06 JUNE 2021**.

### **2. NOTEBOOKS**

Your child will have to procure one notebook per subject for the time being from any nearby stationery store/supermarket. **Refer Annexure for details of Notebooks etc.**

### **3. TEXTBOOKS**

Owing to the current scenario, e-books maybe used which can be downloaded from the NCERT website <https://ncert.nic.in/textbook.php>. They can either be used as pdf files or printed chapter-wise, according to the convenience of the students. Textbooks and record books are available at all H & C stores. The outlets also have the provision to door deliver the same if you wish to consider that option (Tele Booking No.: 9496334436). Kindly contact your nearest vendor as per the contact details given below. Post lockdown, books & materials can be directly procured from H & C outlets. **Refer to the Annexure for the list of Textbooks and H&C outlets along with their contact details.**

### **4. WORKBOOKS/WORKSHEETS AND ASSIGNMENTS**

We have prepared level appropriate worksheets for all subjects, which will be given from school. You can collect these on a later date (Dates will be informed). Tremendous effort has been put into the preparation of the same

and I hope this will enhance learning and also make learning interesting for students. For outstation students the softcopy of the same will be sent and you may get them printed.

## **5. ONLINE CLASSES**

In order to prepare children for the regular classes for next month, do ensure that they sleep on time and wake up early enough and are ready for classes.

- The platform used will be **MICROSOFT TEAMS**
- Teams email-id and the password will be provided by the Class Teacher.
- Timing & Schedule will be sent shortly.
- Please ensure that there is uninterrupted connectivity and that the video is turned on while attending classes.
- Do adhere to the guidelines for effective online participation and do maintain academic honesty and integrity.
- Unlike physical classrooms, face-to-face communication does not prevail in virtual classrooms and hence it is the responsibility and obligation of the student to participate actively in the session.
- Designate a study area (I'm sure all of them have one) where the background noise is shut.
- The child is in decent attire for the session. Let them have a real feel of attending class.
- The audio is 'muted' and the video is 'on' if it is a live session.
- Do encourage your ward to use the breaks given for refreshing/snacking. Avoid feeding them during the sessions.
- If your ward is using desktop/laptop for attending class, please ensure that the mobile phone is not with the child. There is always a tendency for distraction.

- You are strictly prohibited from sharing the content with anyone especially outsiders.
- Students are not allowed to create individual background settings and keep changing it as it distracts everyone.
- All assignments given are to be completed within the due date.
- Assignments and notes will be posted in ASSIGNMENTS.

**Refer to the annexure for downloading & login procedure**

## **6. UNIFORMS**

The purchase / stitching of new uniforms can wait till we are certain about students returning to school. Until then, students can attend the online classes in decent attire and stay well groomed. When the government announces re-opening of schools, you may get in touch with the vendors, according to your convenience. **Refer Annexure for details.**

## **7. ATTENDANCE**

Attendance is marked on all working days. It is mandatory for students to attend the online classes along with their videos turned on Microsoft Teams has the provision to note the login and log out time of a student making the teacher aware of the child's presence over the entire duration of the class. If a student is unable to attend class due to unavoidable reasons, he/she is expected to inform the class teacher about the same.

## **8. SECOND LANGUAGE**

Hindi and Malayalam is to be taught compulsorily from Grade 1 to VIII. However incase your ward is new to any language they may contact the class teacher and request for the lower level.

## 9. TIMETABLE & SCHEDULE

The timetable and schedule of each class will be sent across shortly. Students will receive the syllabus on a monthly basis, ahead of the start of each month.

Amidst all these limitations and with over a year's experience in online delivery of classes we are far more competent to make the same as holistic as possible. We are working on fresh initiatives and doing our best to strike a balance between scholastic and co-scholastic areas in order to ensure that our students are kept occupied studiously and happily and their education is holistic.


Thank you for the trust you have laid in the Rajagiri Management. Rajagiri has always been in the forefront extending our support to all our stakeholders and we do empathize with all those who have been victims of the pandemic. We do remember all of you in our humble prayers.

Let's hope for the best turn of events, at the earliest.

Until then, stay home, stay safe.

With affectionate regards,

  
**Mrs. Saji Varghese**  
**PRINCIPAL**

  
**Rev. Fr. Varghese Puthusserry CMI**  
**DIRECTOR**



# MICROSOFT TEAMS

## Technical Mandates

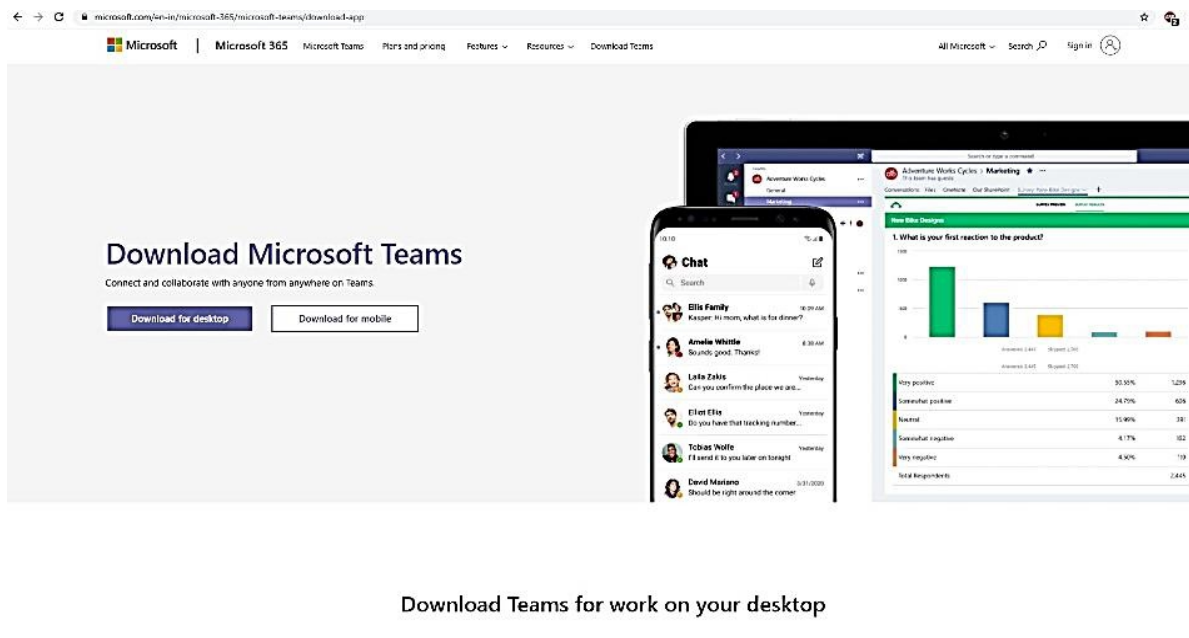
- Laptop/Smart phone/desktop with webcams
- Headphones with MIC

## Network Requirements

- Minimum 2Mbps Speed

## Step 1:

Downloading link: <https://www.microsoft.com/en-in/microsoft-365/microsoft-teams/download-app>



Download Teams for work on your desktop

**Step 2: Desktop**-Click on “Download for desktop”.

**Mobile**-Download from Play Store/App Store.

## Download Teams for work on your desktop



Download Teams

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## Get the Teams mobile app



Enter your email address and we'll send a download link.

Send now

How your email address is used. ⓘ

**Step 3:** Double Click on the downloaded file and follow the instructions.

- After installation, the Microsoft Teams App opens automatically.
- Login into the same.

## How to Login

Login using the email-id and the password that will be provided by your Class Teacher. When you login for the first time you will be asked to change the auto generated password given to you. Change the password and proceed.

Microsoft Teams

Microsoft Teams

Microsoft

admin@christujayanthipublicschool.onmicrosoft.com

**Enter password**

Password

[Forgotten my password](#)

[Sign in with another account](#)

[Sign in](#)

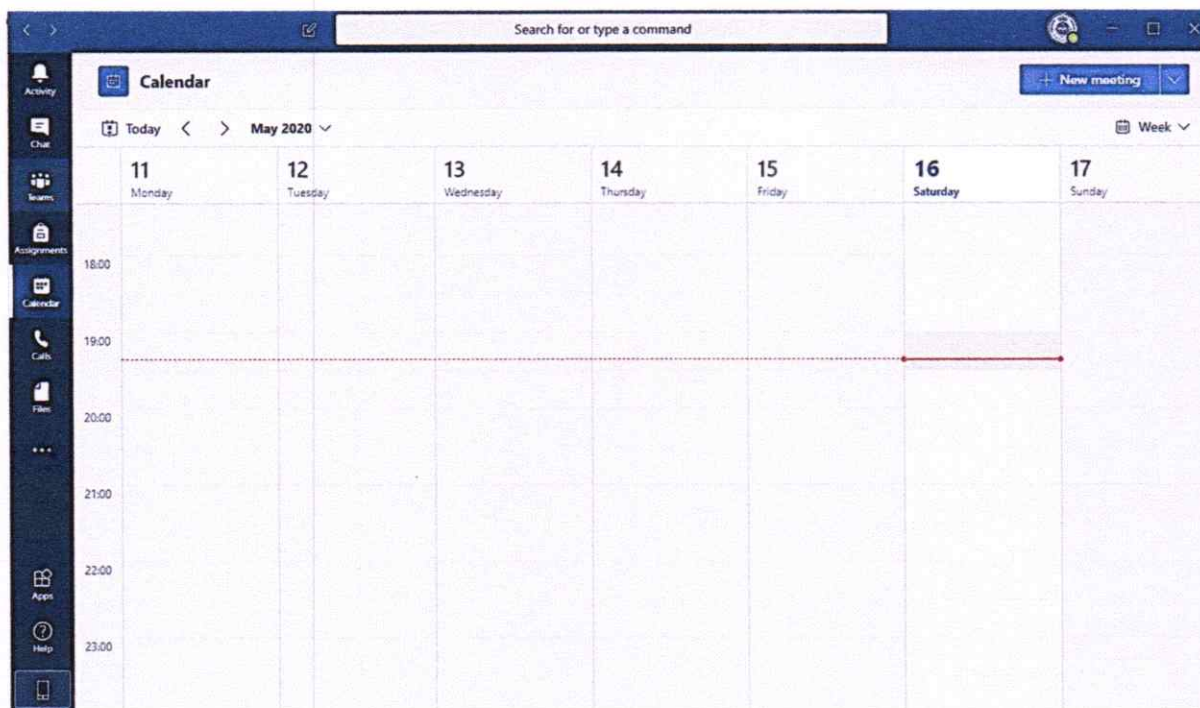
Not on Teams yet? [Learn more](#)

[Sign up for free](#)

[Terms of use](#) [Privacy & cookies](#) ...



- Invite to join the online session/meeting can be found in the Calendar option.



## NOTEBOOKS

### GRADE I-V

MATHEMATICS	Checked notebook (200 pages) 01 no.
ENGLISH & EVS	Four lined notebooks (200 pages) 04 nos.
HINDI & MALAYALAM	Double lined notebooks (200 pages) 02 nos.
ART	Drawing book (A4 Size) 01 nos. 01 Box of crayons

**GRADE VI-VIII:** A4 size 200 pages notebook 06 nos.

**GRADE IX & XI:** Can procure one notebook per subject for the time being from any nearby stationery store/supermarket. Post lock down you may collect the **WORKSHEETS; ASSIGNMENTS AND NOTEBOOKS FROM SCHOOL** Schedule for distribution of same will be intimated.

## **UNIFORM ANNEXURE**

### **BOYS – REGULAR DAYS**

#### **I - X**

- Navy blue shorts (I-IV)/trousers (V-X) with side pockets.
- Light blue shirt with one pocket, school emblem and grey piping.
- Black belt and black shoes and plain navy blue socks

#### **XI&XII**

- Black trousers with side pockets.
- Light blue shirt with one pocket and school emblem.
- Black belt and black shoes and plain navy blue socks

### **BOYS – WEDNESDAYS**

#### **I - V**

- Navy blue tracksuit pant with side pockets with house colour stripes on the sides and navy blue T-Shirt with house colour design and school emblem (White).
- Navy blue canvas shoes with laces and navy-blue socks.

#### **VI- XII**

- Beige trousers with side pockets.
- Navy blue T-shirt with stripes of respective houses.
- Black belt and navy blue canvas shoes with laces and navy blue socks.

### **GIRLS- REGULAR DAYS**

#### **I - X**

- Black Pinafore with single box pleat, side pockets and school emblem (White).
- Light blue shirt without pocket.
- Checked tie.
- Black shoes and white ankle socks with navy blue stripes.

#### **XI&XII**

- Black Trousers with side pockets.
- Light blue shirt&black overcoat with school emblem.
- Black shoes and white ankle socks with navy blue stripes.

### **GIRLS- WEDNESDAYS**

#### **I - V**

- Navy blue tracksuit pant with side pockets with house colour stripes on the sides and navy blue T-Shirt with house colour design and school emblem (White).
- Navy blue canvas shoes with laces and white ankle socks with navy blue stripes.

## **VI -X**

- Beige skirt with single box pleat.
- Navy blue T-shirt with stripes of respective houses.
- Navy blue canvas shoes with laces and white ankle socks with navy blue stripes.

## **XI-XII**

- Beige Trousers with side pockets.
- House colour shirt.
- Beige overcoat with school emblem.
- Navy blue canvas shoes and white ankle socks with navy blue stripes.

## **SPORTS WEAR FOR CLASSES VI TO XII (GIRLS & BOYS)**

- Navy blue tracksuit pant with side pockets with house colour stripes on the sides and navy blue T-Shirt with house colour design and school emblem (White).
- Navy blue canvas shoes with laces and white ankle socks with navy blue stripes for **girls** and navy blue socks for **boys**.

## **OUTLETS:**

### **METROTEX (METRO DESIGNER UNIFORM)**

Metro pillar No. 841,

Kasmisons Estate,

S.A. Road,

Vyttila - Janatha Junction.

Phone Number: 0484-2303667,

94470 76662 (online enquiry),

94960 75525

For online purchase visit: - [www.uniformsatmetrotex.com](http://www.uniformsatmetrotex.com)

### **ELSON'S BOMBAY DYEING,**

Aluva (Pump Jn),

Chakkaraparambu (Near Holiday Inn).

Contact No: 0484 2807744 / 2623913, 90370 08607/8

### **COSMOS TAILORS**

Rajagiri Valley, Kakkanad (Near Sanjoe Hostel 1 & 2).

Contact No: 0484 2402153, 9847150062, 8089110559

**FORMOST TAILORS,****Showroom 1:**

Padma, M G Road,  
Metro Pillar No. 663,  
Ernakulam, Kochi, Kerala – 682035.  
Contact No: 99956 12558, 94960 75535

**Showroom 2:**

Near Bismi Hypermart,  
Bye-pass Road, Vyttila,  
Kochi, Kerala – 682019.  
Contact No: 94960 75557, 98476 29148.

**TEXTBOOKS****Class I**

<b>SUBJECT</b>	<b>NAME OF THE TEXT</b>	<b>PUBLISHER</b>
English	Marigold Book I	NCERT
Maths	Math Magic Book I	NCERT
Mal	Kerala Padavali – Bhagam 1	SCERT
Hindi	Rimjhim Bhag I	NCERT

**Class II**

<b>SUBJECT</b>	<b>NAME OF THE TEXT</b>	<b>PUBLISHER</b>
English	Marigold Book II	NCERT
Maths	Math Magic II	NCERT
Mal	Kerala Padavali -Bhagam 1	SCERT
	Kerala Padavali -Bhagam 2	
Hindi	Rimjhim - II	NCERT

### Class III

<b>SUBJECT</b>	<b>NAME OF THE TEXT</b>	<b>PUBLISHER</b>
English	Marigold Book -III	NCERT
Maths	Math Magic Book - III	NCERT
EVS	Looking Around - III	NCERT
Mal	Kerala Padavali – Bhagam 1	SCERT
	Kerala Padavali – Bhagam 2	SCERT
Hindi	Rimjhim Bhag - III	NCERT

### Class IV

<b>SUBJECT</b>	<b>NAME OF THE TEXT</b>	<b>PUBLISHER</b>
English	Marigold - IV	NCERT
Maths	Math Magic - IV	NCERT
EVS	Looking Around- IV	NCERT
Mal	Kerala Padavali – Bhagam 1	SCERT
	Kerala Padavali – Bhagam 2	
Hindi	Rimjhim - IV	NCERT

### Class V

<b>SUBJECT</b>	<b>NAME OF THE TEXT</b>	<b>PUBLISHER</b>
English	Marigold- V	NCERT
Hindi	Rimjhim- V	NCERT
Malayalam	Kerala Padavali V– Bhagam 1	SCERT
	Kerala Padavali V– Bhagam 2	
Maths	Math Magic - V	NCERT
EVS	Looking Around - V	NCERT

### Class VI

<b>SUBJECT</b>	<b>NAME OF THE TEXT</b>	<b>PUBLISHER</b>
English	Honeysuckle	NCERT
	A Pact with the Sun	NCERT
Hindi	Vasanth Bhag-1	NCERT
Malayalam	Kerala Padavali – VI (Bhagam 1)	SCERT
	Kerala Padavali – VI (Bhagam 2)	
Maths	Mathematics Text Book for Class VI	NCERT
Science	Science Text Book for Class VI	NCERT
Social Science	<b>Civics-</b> Social and Political Life I	NCERT
	<b>Geography-</b> The Earth our Habitat	NCERT
	<b>History-</b> Our Past -I	NCERT

### Class VII

SUBJECT	NAME OF THE TEXT	PUBLISHER
English	Honeycomb	NCERT
	An Alien Hand	NCERT
Hindi	Vasant Bhag-2	NCERT
Malayalam	Kerala Padavali - VII (Bhagam 1)	SCERT
	Kerala Padavali – VII (Bhagam 2)	
Maths	Mathematics textbook for Class VII	NCERT
Science	Science text book for Class VII	NCERT
Social Science	<b>Geography</b> - Our Environment	NCERT
	<b>History</b> - Our Past- II	NCERT
	<b>Civics</b> - Social and Political Life-II	NCERT

### Class VIII

SUBJECT	NAME OF THE TEXT	PUBLISHER
English	Honey Dew	NCERT
	It So Happened	NCERT
Hindi	Vasanth Bhag-3	NCERT
Malayalam	Kerala Padavali – VIII (Bhagam 1)	SCERT
	Kerala Padavali – VIII (Bhagam 2)	
Maths	Mathematics Text Book for Class VIII	NCERT
Science	Science Text Book for Class VIII	NCERT
Social Science	<b>Geography</b> - Resource and Development	NCERT

	<b>Political Science- Social and Political Life -III</b>	NCERT
	<b>History</b>	Our Past III- Part I
		Our Past III- Part II

**Class IX**

<b>SUBJECT</b>	<b>NAME OF THE TEXT</b>		<b>PUBLISHER</b>
<b>English</b>	Beehive		NCERT
	Moments		
	Words and Expressions - I		
<b>SL</b>	<b>Hindi</b>	Sparsh Bhag - 1	NCERT
		Sanchayan Bhag - 1	NCERT
	<b>Malayalam</b>	Kerala Padavali - IX	SCERT
		Kerala Padavali – IX (Bhagam 2)	
		Adisthana Padavali - IX	
		Thejaswi aya Vagmi	H & C Publication
	<b>Computer Applications</b>	Computer Applications	Sumitha Arora
	<b>French</b>	Entre Jeunes 1	CBSE
		Setrite - Workbook	Langers
	<b>Maths</b>	Mathematics text book for class - IX	



<b>Science</b>	Science Laboratory Manual – IX	Arya Publications
	Science text book for class - IX	NCERT
<b>Social Science</b>	<b>History</b> - India and the Contemporary World - 1	NCERT
	<b>Geography</b> - Contemporary India - I	
	<b>Political Science</b> - Democratic Politics I	
	<b>Economics</b>	

**Class XI**

<b>SUBJECT</b>	<b>NAME OF THE TEXT</b>	<b>PUBLISHER</b>
<b>English</b>	Snap Shots	NCERT
	Horn Bill	NCERT
<b>Physics</b>	Physics Part -1	NCERT
	Physics part – 2	NCERT
<b>Chemistry</b>	Chemistry Part - 1	NCERT
	Chemistry Part - II	NCERT
	Comprehensive Practical Chemistry	Laxmi Publications
<b>Mathematics</b>	Mathematics Text Book for Class XI	NCERT
<b>Biology</b>	Biology Text book for class XI	NCERT
	Comprehensive Practical Biology	Laxmi Publications
<b>Computer</b>	Computer Science with Python	NCERT
<b>IP</b>	Informatics Practices with Python	NCERT
<b>Business Studies</b>	Business Studies text book for class XI	NCERT
<b>Accountancy</b>	Double Entry Book keeping with financial accounting by T.S Grawal	Sultan chand

<b>Economics</b>	Core Economics Introductory Micro Economics and Stastics for Economics	S.K.Agarwala
<b>Political Science</b>	Indian Constitution at Work	NCERT
	Political Theory	NCERT
<b>Legal Studies</b>	Legal Studies for Class XI	CBSE
<b>Sociology</b>	Part I- Introducing Sociology	NCERT
	Part II- Understanding Society	
<b>Engineering Graphics</b>	Engineering Graphics for Class XI	CBSE
<b>Psychology</b>	Psychology text book for Class XI	NCERT
<b>Design</b>	Design for Class XI	CBSE

### **H & C OUTLETS**

1. H & C Stores,  
Above Union Bank,  
Opposite Giripai Jewellers,  
Civil Lane Road, Palarivattom – 682025.  
Phone: 0484 – 2344337, Mobile: 94977 13268
  
2. H & C Stores,  
Valluvassery Arcade,  
Above Ambyswamy Hotel,  
Kadavanthra Junction, Kaloor – Kadavanthra Road,  
Ernakulam - 682020.  
Phone: 0484 – 2203683, 2204683, Mobile: 94464 11997
  
3. H & C Stores,  
Jomer Srinilayam,  
Above Mitra Buy and Save Supermarket,  
D H Road, Ernakulam- 682016.  
Phone: 0484 – 2351233, Mobile: 94977 15420

**4. H & C Stores,**  
Pindis Arcade,  
Above Muthoot Finance,  
Market Junction,  
Hill Palace Road,  
Tripunithura, Ernakulam-682301.  
Phone: 0484 – 2777137, Mobile: 94977 13267

**5. H & C Stores,**  
Seaport Airport Road,  
Near Mavelipuram, Kakkanad – 682030.  
Phone: 0484 – 4036057, Mobile: 94977 13267, 96336 93913

For queries on book availability, contact: Mr. Anil Kumar – 94963 34436