



# St. Francis School

Sector IV, Gomti Nagar Extension,  
Lucknow - 226 010 • +91-9839818765

Website : [www.stfrancislko.org](http://www.stfrancislko.org)



*School Diary*  
**2016-17**

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## OFFICE TIMINGS

<b>Summer</b>	:	Monday to Friday : 8.00 a.m. - 12.00 p.m.
		Saturday : 8.00 a.m. - 10.00 a.m.
<b>Winter</b>	:	Monday to Friday : 8.30 a.m. - 12.30 p.m.
		Saturday : 8.30 a.m. - 10.30 a.m.

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## PRINCIPAL'S MEETING TIME

<b>Summer</b>	:	Monday to Friday : 8.30 a.m. - 10.00 a.m.
<b>Winter</b>	:	Monday to Friday : 9.00 a.m. - 10.30 a.m.

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**Parents may meet the Principal at other times by  
prior appointment.**

**No School business will be transacted after the  
School hours and on holidays**

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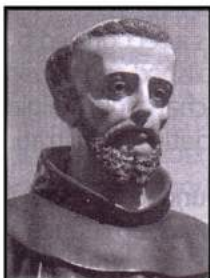
## STUDENT PLEDGE

"India is my country and all Indians are my brothers and sisters  
I love my country and I am proud of her rich and varied  
heritage. I shall always strive to be worthy of her.  
I shall give respect to my parents, teachers  
and all elders and treat every one with courtesy.  
To my country and my people, I pledge my  
devotion. In their well being and  
prosperity alone, lies my happiness."

**— Jai Hind**

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## St. Francis of Assisi



St. Francis, the son of a merchant of Assisi, was born in that city in A.D. 1182. Chosen by God to be a living manifestation to the world of Christ's poor and suffering life on earth, he was early inspired with a high esteem and burning love of poverty and humiliation.

The thought of Jesus the Man of Sorrows, who had no where to lay His head, filled him with holy envy of the poor, and constrained him to renounce the wealth and worldly station which he abhorred.

The scorn and hard usage which he met from his father and townsmen when he appeared among them in the garb of poverty were delightful to him. "Now", he exclaimed, "I can say truly 'Our Father Who art in heaven' ". But divine light burned in him too mightily not to kindle like desires in other hearts.

Many joined themselves to him, and were constituted by Pope Innocent III into a religious order, which spread rapidly throughout Christendom. St. Francis, after visiting the East in the vain quest of martyrdom, spent his life like his Divine Master—now in preaching to the multitudes, now amid desert solitudes in fasting and contemplation.

During one of these retreats he received on his hands, feet, and side the print of the five bleeding wounds of Jesus. With the cry, "Welcome, sister Death", he passed to the glory of his God on October 4, 1226.

— *Courtesy*  
**"Little Pictorial Lives of the Saints" (1925)**

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## ST. FRANCIS SCHOOL, LUCKNOW

St. Francis School, Gomti Nagar, Lucknow is an unaided Christian minority institution. It was founded in the year 2014, by the "Catholic Diocese of Lucknow" a Charitable Religious Society registered in Lucknow under the Societies Registration Act XXI of 1860. The Catholic Diocese of Lucknow, a pioneer in education has been in the forefront of education for over half a century, and runs and maintains a number of Schools in the city of Lucknow and in the 10 districts of Uttar Pradesh. It is engaged in imparting modern education to all eligible children, irrespective of religion, caste, or economic status. However, since it is a Christian minority educational institution, the students belonging to Catholic/Christian religion get preference with a view of conserving their "Religion, Language, identity and culture."

**OUR VISION :** St. Francis School was established with a clearly defined vision of 'Excellence in the development of the precious human resources of our country: intellectually competent, spiritually mature, morally upright and socially acceptable, who will champion the cause of justice, love, truth, peace and goodwill ever open to continuous growth.'

**OUR MISSION:** Drawing inspiration from Jesus Christ, we aim at the total development of the human person through our mission of education, sharing in Christ's mission to transform the world in love.

St. Francis School provides a unique educational experience to every child in a safe and supportive environment that promotes the personal attitudes of self -discipline, motivation, and excellence in learning.

Expressing our oneness with all people, we strive to build an educative community of the Management, Staff, Students, and Parents who will interact with one another with respect, love, trust, responsibility, and a sense of belonging.



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**SCHOOL MOTTO:** "PEACE AND GOODWILL" The world is experiencing revolutionary and violent changes in the traditional structural systems. Hence, we need to create an atmosphere of 'Goodwill' and motivate people to embrace values of peace and goodwill among all. Peace at home, in the society and among different ethnic groups, and religious communities and goodwill along with tolerance in the hearts of all people is the wish and motto of the school.

**Core Values we cultivate:**

- A first place for the Divine
  - Integrity of Character and Maturity in Behavior
  - Pursuit of Excellence and Creative Genius
  - Respect for the Human Person, with an emphasis for Elders and Teachers
  - Loyalty to the Nation and a balanced understanding of the prevailing Global situation.
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1. **Students:** The School provides education for boys and girls.
2. **Medium:** ENGLISH is the medium of instruction. However, great importance is given to Hindi the language of our Nation and cultural heritage.

**3. Sections:**

The School has the following sections:

- i) Pre-Primary - Nursery and KG
- ii) Primary - Class I onwards

**4. Courses of Study:**

**Curricular:** General education in all the subjects is provided.

**Co-curricular:** Besides academic courses, for the all-round development of students, the School provides co-curricular activities like debates, dramatics, elocution, music, art/craft, socially useful and productive works, electronics, food craft, etc.

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**Religious/Moral Instruction:** Religion is taught to Catholic/Christian students. For others, a course of Moral Instruction is given, for inculcation of sound moral values and character formation.

**Physical Education:** For physical education and fitness regular training is provided through P.T. as a part of the curriculum.

**Function and Programmes:** Teachers' Day, Childrens' Day, Parents' Day, Independence Day, Republic Day, Patron's Day, Christmas Day, Workers' Day, etc. are celebrated with cultural and field activities organised according to the spirit of the day and purpose of the function/programme.

**Other Activities:** Picnics and various projects are undertaken during the year. Students are encouraged to participate in various competitions in and outside the School.

## **5. Administration:**

**"The Catholic Diocese of Lucknow"**- The Founder Body through the Catholic Education Society Lucknow administers the School.

**Management Committee:** This body manages the day-to-day affairs of the School.

**Staff:** The School is staffed by well qualified, experienced, competent and committed members motivated and oriented to provide adequate and appropriate teaching and training to students.

**Disciplinary Committee:** Headed by the Principal, and teachers see to the discipline on the Campus.

**Parent-Teacher meetings:** Regular parent-Teacher meetings are held to bring together parents and teachers to coordinate and co-operate for the all round growth of children.

## **6. Admission**

### **NURSERY**

Admission is open to Nursery class for boys and girls who have completed 3 years 6 months as on 1st April of the academic year.

**Procedure:** Registration forms will normally be made available at the School office as well as online on a date which will be

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notified on the School notice board and website. The Registration forms should be returned to the office, duly filled by a specified date as notified on the Form/Notice Board.

### **Registration Form**

The Registration Forms should be completed and submitted with:

1. Birth Certificate from Nagar Mahapalika and from the Maternity Hospital or Baptism Certificate for Christians.
2. Latest passport-size photograph.

**Result and Admission:** Names of selected candidates will be posted on the School website on the date and time notified on the School notice board with date and time to complete the admission formalities at the office for selected candidates.

No enquiries will be entertained at the office with regard to the results.

The date of birth of a student once entered will not be changed. The parent/guardian will have to sign an undertaking to this effect.

**Other Classes:** Generally there are no admissions to other classes as children from lower classes are promoted and go to the higher classes.

However as some vacancies may arise due to withdrawals or transfers, opportunity is provided to all those who would like to seek admission to other classes.

**Procedure:** A PLAIN PAPER application should be accompanied by a copy of the final report card of the school last attended.

Only those who had applied for these classes which have vacancies will then be issued cards for the Admission Test/Interview.

**THE PRINCIPAL** reserves the right to admit or to refuse admission to anybody at any time without assigning any reason for his action.

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**Transfer Certificate :** No admission can be done unless a T.C. from a recognised school is submitted. Those coming from outside Uttar Pradesh should have their T.C. countersigned by a competent Educational Authority of that place.

The very condition for admission is that the Parents/Guardians comply strictly with the School rules and regulations, co-operate with the School for the welfare of the institution, give sufficient time and care for their wards even after the admissions are over.

## **7. School Fees**

1. Fees must be paid between 1st & 10th of FIRST month of each Quarter in Vijaya Bank, Vishal Khand Branch, Gomti Nagar, Lucknow, failing which a Late Fee of Rs. 100/- will be charged between 1st & 10th of SECOND month of each quarter.
2. If fees are not paid **between** the 1st & 10th of second month of each quarter the name of the defaulter may be struck off the register. In such case re admission may be done by charging full admission fee.
3. No exemption or deduction in fees will be made on account of broken periods, holidays, late admission or absence for any cause.
4. In April the fees of April, May and June will be taken in the new fee booklet obtained from the School office after declaring the final result. If the fees are not paid by the 10th April for these three months, the name of the student will not be included in the attendance register of July.
5. Third quarter should be paid before the half yearly exam and the fees of IV quarter should be deposited in January. Term fees should be paid along with the tuition fees of that quarter.
6. Fees in cash will be accepted in Vijaya Bank, Vishal Khand Branch, Gomti Nagar, Lucknow on all working days during the following hours:

Monday to Friday : 10.30 am to 2.30 pm

Saturday : 10.30 am to 12.00 noon



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7. No Student will be allowed to appear for the examination and report card will not be given unless all dues have been cleared.
  8. If the last day of the fee collection falls on Sunday/Holiday, fees will be collected on the next immediate working day.
  9. A separate fee chart has been attached to the fee book for the intimation of the parents/guardians.

**Awards :** Prizes, shields, awards and certificates are given to the students to recognize their achievements and to provide incentives both in curricular and co-curricular activities.

## **8. School Uniform**

Every student is required to wear the School uniform which consists of the following:-

### **BOYS**

#### **NURSERY & K.G.**

- Summer** : White Shirt, T Shirt Colour & Sleeves Grey Strip with School Monogram, Jumping Shorts with school, Black Socks, Black Shoes Liberty Velcro.
- Winter** : White Full Shirt, T Shirt Colour with School Monogram, Worsted grey pant, Navy blue half sleeved sweater with strife with School Monogram, Navy blue jacket with cap and School monogram.

### **GIRLS**

#### **NURSERY & K.G.**

- Summer** : White Shirt, T Shirt Colour & Sleeves Grey Strip with School Monogram, Jumping Tunic with school Monogram, Black Socks, Black Shoes Liberty Velcro.

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- Winter** : White Full Shirt, T Shirt Colour, Worsted grey Tunic, Navy blue half sleeved sweater with stripe with School Monogram, Navy blue jacket with cap and School Monogram.

### **BOYS**

#### **Class I - V**

- Summer** : Light grey shorts, White shirt short sleeved with Grey Strip, Black Shoes Liberty Velcro, Black Socks, School Tie, College Belt, House Badge.
- Winter** : Grey Worsted Flannel, Navy Blue Pullover, Blazer with college Crest, White long sleeved, Black Shoes Velcro Liberty, College Tie, College Belt, House Badge.

### **GIRLS**

#### **Class I - V**

- Summer** : Light grey V Shape Tunic, White shirt short sleeved with Grey Strip, Black Shoes Liberty Velcro, Black Socks, School Tie, College Belt, House Badge.
- Winter** : Grey Tunic Worsted Flannel, Navy Blue Pullover, Blazer with college Crest, White long sleeved, Black Shoes Velcro Liberty, School Tie, School Belt, House Badge.

### **SATURDAY FOR GIRLS & BOYS**

#### **Class I - V**

White Shorts / Trousers for Boys, White Skirt for Girls, White Socks, House Colour P.T. Shoes Liberty - Aura, Short Sleeved T Shirt with single breast pocket with School Crest in four house colours

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1. Green	St. Alphonsa House
2. Red	Mother Teresa Hosue
3. Yellow	St. Franci's House
4. Blue	St. John Paul House

### **For Girls**

- For short hair - Above shoulder length - *Hair Bands should be worn*
- For shoulder length hair - 1 or 2 ponytails with ribbons. No coloured rubber bands should be tied under the ribbons.
- Below shoulder length - 1 or 2 plaits, tied with ribbon plaited properly into the hair.
- Rubber bands (Black) should be covered with ribbons.

### **Note :**

- Nails should be cut regularly and kept short and no nail colour should be used.
- **Application of Mehendi is strictly forbidden.** Permission for it will be given only at the time of one's own brother's/ sister's wedding.
- **Colouring of hair is NOT permitted.**
- Jewellery of any kind is not permitted. **Only small gold/silver rings may be worn/very small studs.**

All students should be careful to attend class and other School functions strictly in School uniform. They should pay special attention to the exact shade of the uniform approved by the School. Attending School without proper uniform may not be permitted to attend the classes.

**Neatness :** "*Cleanliness is next to godliness*". All should come to School neat and tidy; shoes should be well polished and hair cut short. No beard, long hair nor moustache is allowed except for SIKH students. They should wear navy blue turbans.

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## **9. General :**

### **1. Students:**

Students must contribute to the high tone of the School by their manners and behaviour in the outside the School, at all times.

Disciplinary rules regarding punctuality, regularity, neatness, respect for elders and teachers, concern for the good of the institution, are to be carefully observed. Any damage caused to the School property either individually or collectively must be made good. The Principal may levy fine/penalty on the individual or the group responsible for the damage.

### **2. Parents/Guardians:**

Parents/Guardians must send their children to the School punctually, regularly and neatly dressed. They should give time to their children by supervising their study, by checking the books they read and the company they keep etc. They must co-operate with the School, by following the rules and regulations of the School, by showing concern for the welfare of the School, by paying their dues on time, by attending the parent-teacher meetings regularly, and by taking proper note of the instructions/notices that may be sent to them from time to time, etc.

**3. Details of rules, regulations and guidelines:** are given in the School Diary that will be provided at the beginning of the academic session or at the time of admission, to be accepted, signed and observed by Parents/Guardians and students.

**4. School Identity Card:** Students must have the School identity card in their possession at all times when they come to the campus or go elsewhere in School uniform or represent the School.

## **10. General :**

(a) **Holidays** - The School will remain closed on all gazetted holidays, on days notified by the Principal and on days ordered by the district administration.



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(b) **Medical Facility** - Medical / first-aid facility is provided in the School dispensary staffed by a qualified and trained nurse.

(c) **Telephone** - The School telephone number is **9839818765**

### **11. Rules:**

1. Students are urged to contribute to the high tone of the School by their manners and general behaviour.
2. As far as posture, cleanliness, silence, politeness, honesty, attention to work and respect to teachers and companions are concerned, the School should be looked upon as a place of reverence and discipline.
3. Absolute silence must be maintained at all places during the teaching hours, whether it is the computer room, the general assembly or on way to and from the class rooms.
4. Respect for one's property as well as for that of the School and for the things belonging to others is a mark of a well-bred and responsible student. Any kind of damage done to the School must be made good.
5. Students must always speak English in the School premises and maintain a high standard in their conversation.
6. Books, newspapers, pictures, periodicals, games, articles and transistors, electronic instruments cell/mobile and ipods etc. not pertaining to their daily work and not approved by the Principal should not be brought to the School.
7. The School does not accept responsibility for the loss of books, money, clothes, games, articles, watches, etc. of the students.
8. Students should at all costs avoid writing, carving on walls or desks as these are detrimental to good education and a sign of low taste.
9. The Principal may chastise a student for habitual idleness, disobedience or misconduct injurious to the moral tone of the School, by detention after class hours or by other minor punishments. He may even dismiss a student or ask him to discontinue if he is guilty of serious irregularities.

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10. No fines or collection for any purpose whatsoever may be made without the previous sanction of the Principal. So also presentation of gifts to members of the staff requires previous sanction.
  11. In the absence of the teacher, the class monitor assumes responsibility for order and discipline of the class. He should fulfil his duty with loyalty and impartiality.
  12. Students who are given responsibility should carry it out dutifully and impartially and in accordance with the direction of the Principal or the Teacher deputed by him. They should consider it as a service to the School and to their fellow students.
  13. Students can always approach the Principal individually for any reasonable or sympathetic consideration but not collectively.
  14. No student may take private tuition in any subject from any member of the School staff without the written permission of the Principal. All such tuitions must be discontinued one week before the examinations.
  15. Any student who is persistently insubordinate or is repeatedly and wilfully mischievous or if guilty of malpractices in connection with examinations or has committed an offence of serious indiscipline/misbehaviour, or who in the opinion of the Principal has an unwholesome influence on his/her fellow pupil, may be removed for a specified period or expelled permanently from the School. The Principal may punish a student in a manner suited to the Office, by detention after School hours, imposition of fines, or by removal from the institution without any previous warning.

## **12. Leave or Absence**

1. A minimum attendance of 75% of the working days is required for promotion. Students should come in time for the general assembly. Late comers are liable to be sent home.
2. No student should leave the School premises during the School hours without the written permission of the Principal which is granted on the written request of the parents.

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3. No leave of absence for the whole day or a part thereof is granted except for serious reasons and only on the previous written application of the parents or guardians.
  4. A student who is irregular to class due to festivals, marriage celebrations, trips, visits to relations and places and frequent late comers will be asked to discontinue.
  5. Except for duly approved reasons extension of vacation is not permitted. Students who extend their holidays for more than seven days after vacation without sanction will have their names struck off the rolls.
  6. Application for medical leave for more than three days should be accompanied by a medical certificate by a doctor who is MBBS. If this leave continues for more than seven days, the Principal must be intimated.
  7. All leave applications should bear the signature of the parents or in their absence of guardian. Failure to bring such an application for leave, will make the students liable to be sent home.
  8. A student who is absent from the class continuously for ten days for more without the leave sanctioned by the Principal/ Vice-Principal may have his name struck off the rolls without any notice. If re-admitted he will have to pay the full admission fee.

### **13. Co-Curricular Activities**

1. All the students are exhorted to take part in games, sports and other School activities organised by the School.
2. Participation in the Inter-house activities and attendance at School functions when called upon to do so, is obligatory. The Principal can take action against those students who absent themselves from such activities.
3. Students should learn to play games in a pure team spirit and in a spirit of sportsmanship, remembering at all times that behaviour on the field is as important as behaviour in a class room.

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#### **14. Examination**

1. On examination days no student is allowed to enter the examination halls or classrooms before the general assembly.
2. No leave other than medical leave, is normally sanctioned during examination period provided a medical certificate from such medical authority as will satisfy the Principal is submitted on the day the student is absent.
3. In any case a medical certificate is not a guarantee for granting promotion. If a student falls sick for a part or the whole examination he should have the required pass marks from the other examinations held during the year.
4. Candidates will be disqualified if they are detected in giving or obtaining or attempting to give or obtain unfair assistance at the examination or if they have in their possession while in the examination hall or classroom, any book memorandum or pocket book, notes or paper except the question paper of the current exam. Unused answer sheets must be submitted to staff invigilators.
5. A student having less than 75% of attendance will not be allowed to appear for **Annual Examinations**.

#### **15. Promotion Rules**

1. Pass marks in each subject is 40%.
2. Total marks of Unit Tests, Half-Yearly & Final Examination with equal weightage shall be taken into consideration for promotion.
3. All cases of doubt regarding promotion are left entirely to the discretion of the Principal. Parents must not come for reconsideration once the decision has been made.
4. Parents/Guardians must sign the report card when it is sent and return it within three days.
5. The School does not undertake to retain answer scripts after distributing the report cards.
6. A student failing for two successive years will have to be withdrawn



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7. A month's notice for withdrawal must be given in writing, duly acknowledged, to the office, or a month's fee in lieu thereof, before the withdrawal of a candidate. Generally it takes a week after submitting the withdrawal form to issue the Transfer Certificate.

## **16. Recommendation to Parents/Guardians**

1. Parents are expected to co-operate with the School authorities and the teachers by enforcing regularity and discipline, supervising the lessons, taking active part in the School activities and by sending the boys with proper uniform.
2. Occasional remarks from the teachers and the Principal are made in the School diary for the information of the parents. In such cases they must sign the diary to show their acknowledgement.
3. Parents are expected to sign the note books when they are sent for it. Failure to do so may put their children to great inconvenience. They should particularly check their leave and absence record.
4. When communicating with the Principal, parents/guardians are requested to mention in their letter the name of the student, class and section.
5. Parents/Guardians are not permitted to see their boys or interview the teachers during the School hours without the permission of the Principal.
6. Tipping the servants either during or after the School hours must be avoided at all costs.
7. Parents must intimate the School whenever their residential address or telephone numbers are changed in order to communicate to them on urgent matters, in the interest of their children.
8. Whenever notice is given for the parents-teachers meeting the parents must attend it and discuss the progress of their children/wards. They can always help the progress of the institution by way of suggestions, guidance, material sides and specially by their co-operation.

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9. This is a minority institution established and administered by the Catholic Diocese of Lucknow with its own stream of administration and as such it does not recognise any association.

**21. Website & E-care :**

[www.stfrancislucknow.org](http://www.stfrancislucknow.org)

**Phone :** 9839818765

**E-mail :** [contact@stfrancislucknow.org](mailto:contact@stfrancislucknow.org)

**22. Conclusion**

1. The Manager/Principal reserves the right to waive off any of the rules contained in this prospectus, without assigning any reason for his actions.
2. The interpretation of any rule in this prospectus as well as any amendment to it rests solely and entirely with the Governing Body of the School. Its interpretation shall be final and binding on parents and students of this institution and no case shall lie in any Court of Law in respect of this decision.



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## SCHOOL ANTHEM

All glory praise and honor to St. Francis we bestow,  
Patron of all live here we honour you loyal and true.

Peace and Goodwill is our motto, we should always bear in mind,  
Always cherish the days spent here, with happiness gratitude  
and pride.

Our aim should be to bring honor, to uplift our Alma Mater,  
With true knowledge and good virtue, to strengthen us  
throughout life.

We the students of St. Francis, with one unending voice,  
For the school we love and cherish, sing a song with joy and  
pride.

## राष्ट्रीय गान

जन - गण - मन अधिनायक जय हे  
भारत भाग्य विधाता ।  
पंजाब, सिंध गुजरात, मराठा  
द्राविड़ उत्कल बंग,  
विन्ध्य हिमाचल यमुना गंगा  
उच्छल जलधि तरंग  
तव शुभ नामे जागे,  
तव शुभ आशिष माँगे  
गाहे तव जय गाथा  
जन गण मंगलदायक जय हे,  
भारत भाग्य विधाता  
जय हे, जय हे, जय हे,  
जय जय जय जय हे ॥

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## **SCHOOL PRAYERS**

### **MONDAY**

Loving God, bless each of us, today. Help us nourish, a deep faith, that brings us, closer to you, with each passing day. As we open our hearts and minds, to your love, may all our words and actions be pleasing to you today and everyday of our lives. AMEN.

Our Father, in heaven, holy be your Name, Your Kingdom come, your will be done, on earth as in heaven.  
Give us this day our daily bread. And forgive us our sins, as we forgive those who sin against us. Do not bring us to the test. But deliver us from evil. AMEN.

#### **Song:**

Make me a channel of your peace  
Where there is hatred let me bring your love.  
Where there is injury your pardon Lord  
And where there's doubt true faith in you.

Chorus: Oh Master grant that I may never seek  
So much to be consoled as to console  
To be understood as to understand  
To be loved as to love with all my heart.

Make me a channel of your peace  
Where there's despair in life let me bring hope  
Where there is darkness, Lord, your shining light  
And where there's sadness, ever joy.

### **TUESDAY**

Dear God, we thank you for our families, for our teachers and friends and for those who provide care for us. We pray for the children who are less fortunate, who struggle each day, to find care and protection. May your love and care comfort them, and may we be generous in helping them in their need. AMEN



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Our Father, in heaven, holy be Your name. Your Kingdom come,  
your will be done, on earth as in heaven.

Give us this day our daily bread. Forgive us our sins, as we  
forgive those who sin against us. Do not bring us to the test,  
but deliver us from evil. AMEN.

**Song:**

Love it was that made us  
And it was love that saved us  
Love was God's plan when he made man  
God's divine nature is love.

Born of God's love we must love Him  
That's why He made us to love Him  
*But only when we love all men*  
*Can we partake of God's love.(2)*

Love is a wonderful thing  
Joy in your heart it will bring.  
Where there's true love there is God,  
And where there is God there is love.

*But only when we love all men*  
*Can we partake of God's love (2)*

**WEDNESDAY**

Dear God, help us this day, reflect on our life, as students. As  
we gain knowledge and experience, may we take time, to  
learn the values and how to live them each day. May we  
understand that learning goes on every day. May we learn  
from our mistakes, progress through our success and share  
our wisdom with each other. Give us the strength and  
courage, to follow high and noble values today and every  
day of our life. AMEN.

Our Father, in heaven, holy be your Name. Your Kingdom come,  
your will be done, on earth as in heaven.  
Give us this day, our daily bread. Forgive us our sins, as we

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forgive those who sin against us. Do not bring us to the test, but deliver us from evil. AMEN.

**Song:**

In His time, in His time  
He makes all things beautiful in His time  
Lord, please show me every day  
As You're teaching me Your way  
That you do just what You say in Your time.

In Your time, in Your time  
You make all things beautiful in Your time  
Lord, my life to You I bring  
With its winter and its spring  
May I fathom everything in your time.

There are times, there are days  
Weeks and months we cannot understand God's ways  
If for years we fail to scan  
What is his eternal plan  
We'll remember that He can, all the time.

**THURSDAY**

Loving God, help us see today, the wonderful gifts, with which, we have been blessed. Help us discover, the hidden talents and skills, we possess. May we recognize our potentials, and have the discipline, to achieve the goals, for our life. May we experience the peace, happiness and comfort of your love, today and every day of our life. AMEN.

Our Father, in heaven, holy be your Name. Your Kingdom come, your will be done, on earth as in heaven.  
Give us this day, our daily bread. Forgive us our sins, as we forgive those who sin against us. Do not bring us to the test, but deliver us from evil. AMEN.

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**Song:**

O give thanks to the Lord, for he is good (3)  
Yes, eternal is his love.

1. I will sing to my God never ceasing  
All my life, I will tell of his wonders  
He's the maker of all earth and heaven  
Of the ocean , the seas and all they hold.
2. The Almighty is faithful for ever  
He is just to the poor and the oppressed  
It is He who gives bread to the hungry  
Who delivers the captives from their chains.

**FRIDAY**

Dear God, you are the source and giver of all good things. You provide the rain for the earth and the sun for the flowers. You created the moon and the stars to light up the night, and the mountains and hills to beautify the day. Each day you teach us, that in weakness, there is strength, in defeat there is victory, and in pain, there is gain. May we learn to appreciate the beauty in your creation. Bless and guide our thoughts and actions throughout this day. AMEN

Our Father, in heaven, holy be your name. Your Kingdom come, your will be done, on earth as in heaven.  
Give us this day our daily bread. Forgive us our sins, as we forgive those who sin against us. Do not bring us to the test, but deliver us from evil. Amen.

**Song:**

All things bright and beautiful  
All creatures great and small  
All things wise and wonderful  
The good God made them all.

- 
1. Each little flower that opens  
Each little bird that sing  
He made their glowing colours  
He made their tiny wings.
  2. The purple headed mountains  
The river running by  
The sunset and the morning  
That brightens up the sky.

### **Song: (2)**

This world you have made is a beautiful place  
It tells the power of your love  
We rejoice in the beauty of your world  
From the seas to the heavens above.

1. The morning whispers of purity  
The evening of your peace  
The thunder booms your exuberance  
In the awesome power you release
2. The tenderness of a new-born child  
The gentleness of the rain  
Simplicity in a single cell  
And complexity in a rain.

### **Song: (3)**

There shall be showers of blessing  
This is the promise of love  
There shall be showers of blessing  
Sent from the savior above

**Chorus:** Showers of blessing  
Showers of blessing we need  
Mercy drops round us are falling  
But for the showers we plead



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There shall be showers of blessing  
Send them upon us O! Lord  
Grant to us now a refreshing  
Come and now honor thy word.

## **SATURDAY**

Dear God, thank you for the blessings you have given us during this week. May we always use our gifts and talents in a way that shows kindness, humility and compassion. May we continue to do our part in developing our gifts. Keep our minds and hearts open to your inspiration to share our gifts with others. May the words of our teachers and parents encourage us, their actions inspire us, and their lives enrich us. AMEN.

Our Father, in heaven, holy be your name. Your Kingdom come, your will be done on earth as in heaven.  
Give us this day our daily bread. Forgive us our sins, as we forgive those who sin against us. Do not bring us to the test, but deliver us from evil. AMEN

## **PRAYER BEFORE EXAMINATION**

Lord of wisdom and knowledge,  
Bless us with confidence and courage,  
Help us to recall what we have studied.  
Grant us good health of mind and body  
So that we may do well in our examination. AMEN

## **IN NEED OF LIBERATION**

**The world stands in need of liberation, my Lord,  
It still has to feel your power.  
The blind and the deaf, the dumb and the maimed,  
All need to feel your healing touch.  
The world stands in need of liberation, my Lord.  
It still has to learn to love.**

- 
1. There are those who have eyes but refuse to see the inhumanity that's done.  
There are those who have ears but refuse to hear the cries of those in agony.
  2. There are those who have mouths but refuse to speak against injustice done to some.  
There are those who have hands but refuse to reach them out in love and charity.
  3. There are those who have talents they do not use to build a true community.  
And we know that we all have the talent to love but leave it buried in ourselves.

### **I WONDER**

1. When I look at the sky which you have made.  
At the moon and the stars which You set into place.  
I wonder why You think of me.  
I wonder why You care!

**Lord, O Lord, Your greatness is seen  
In all Your beautiful world! (2)**

2. When I look at the world which You have made,  
At the creatures on land and the fish in the sea,  
I know You care for the smallest bird.  
I know that You love me!

### **THY LOVING KINDNESS**

1. Thy loving kindness is better than life, (2)  
**My lips shall praise Thee, thus will I bless Thee,  
I will lift up my hands unto Thy name (2).**
  2. The skies are telling the glory of God.....
  3. Thy word is spoken, Thy message is heard....
  4. I will recount, Lord, Thy wonderful deeds...
-

- 
5. The Lord brings justice, He raises the poor....
  6. The Lord is goodness, His wisdom is great....
  7. Thou art forgiving, Thy mercy is sure.....
  8. Happy the people, who call on His name.....

## **THIS WORLD YOU HAVE MADE**

**This world you have made is a beautiful place;  
It tells the power of your love.  
We rejoice in the beauty of your world,  
From the seas to the heavens above.**

1. The morning whispers of purity;  
The evening of your peace.  
The thunder booms your exuberance  
In the awesome power you release.
2. The tenderness of a new-born child,  
The gentleness of the rain,  
Simplicity in a single cell,  
And complexity in a brain.
3. Your stillness rests in a silent pool,  
Infinity drifts in space,  
You grandeur staddles the mountain tops,  
And we see your face in each face.

## **ALL THINGS BRIGHT AND BEAUTIFUL**

**All things bright and beautiful,  
All creatures great and small,  
All things wise and wonderful,  
The good God made them all.**

1. Each little flower that opens,  
Each little bird that sings,  
He made their glowing colours,  
He made their tiny wings.

- 
2. The purple headed mountains,  
The river running by,  
The sunset and the morning,  
That brightens up the sky.
  3. The cold wind in the winter,  
The pleasant summer sun,  
The ripe fruits in the country,  
He made them every one.
  4. He gave us eyes to see them  
And lips that we might tell  
How great is God almighty  
Who has made all things well.

## **FEAR NOT**

**Fear not, for I am with you (2)**

**Be not dismayed, be not dismayed for I am your God.**

1. I will strengthen you, I will help you (2)  
Yes, I will uphold you,  
I will uphold you with my victorious right hand.
2. I will direct you, I will guide you (2)  
Yes, I will protect you...
3. I will comfort you, I will save you (2)  
Yes, I will revive you...
4. I will gather you, I will feed you (2)  
Yes, I will sustain you...
5. I will raise you up on the last day (2)  
Yes, I will redeem you...

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## **GOD STILL LOVES THE WORLD**

1. Every tiny star that twinkles in the night sky,  
Every drop of morning dew,  
Every spark of the blazing in the furnace.  
Every captivating view,  
Every rainbow in the sky, every pretty butterfly,  
Tells the fascinating news to those who dare to hope,  
And the message is :

**God still loves the world!**

**God still, still loves the world.**

**So throw your life into his hands.**

**Day be day discern his plans:**

**God is passionately busy loving you and me!**

2. Every ocean wave that breaks upon the sea-shore,  
Every stalk of golden wheat,  
Every silver stream that gushes down the mountain,  
Every drop of honey sweet,  
Every eagle flying high, every worm that wriggles by...
3. Every man and woman pledged in love for ever,  
Every little new born child,  
Every voice in favour of a needy neighbour,  
Every radiating smile,  
Every hand that offers love, every surging flow of blood...

## **GOD'S LOVE IS SO WONDERFUL**

**God's love is so wonderful,**

**Jesus is so wonderful,**

**God's love is so wonderful,**

**So wonderful for you and for me.**

1. God is always kind when you're lonely,  
Keep him closer to your heart.  
He will give you peace, He will give you rest,  
If you have his love in our heart.



- 
2. Put you trust in God, everybody,  
Every day and every hour.  
He will give you joy, He will give you hope  
If you have his love in your heart.
  3. God will never fail if you ask.  
Always share his love for us.  
Praise Him with your song, praise Him with your harp,  
Let the whole world know his love for us.

### **GIVE ME JOY**

1. Give me joy in my heart, keep me praising,  
Give me joy in my heart, I pray.  
Give me joy in my heart, keep me praising,  
Keep me praising till the end of day.

**Sing hosanna, sing hosanna,  
Sing hosanna to the King of Kings!  
Sing hosanna, sing hosanna, sing hosanna to the  
King.**

2. Give me oil in my lamp, keep me burning.
3. Give me love in my work, keep me serving.
4. Give me peace in my mind, keep me resting.

### **ALL FOR YOU**

**All for you, Lord, all for you.**

**Everything I give to you.**

**All for you, Lord, all for you. Make it all your own.**

1. Take my hands and feet, Lord, take them all for you.  
They are instruments, Lord put them to your use.  
To spread your love and give the good news.  
All for you, my God.

- 
2. Take my joys and sorrows and the toil of day.  
Take my rest and leisure, all I'll do to-day,  
To serve my neighbours, share with them your joy,  
All for you, my God.
  3. Take my mind, my senses, feeling and desires.  
Take my will and freedom, take my life entire.  
I offer you myself and all I have.  
All for you, my God.

## **OH THE WORD OF MY LORD**

**Oh the word of my Lord, deep within my being,  
Oh the word of my Lord, you have filled my mind!**

1. Before I formed you in the womb  
I knew you through and through, I chose you to be mine.  
Before you left your mother's side  
I called to you, my child, to be my sign.
2. I know that you are very young,  
But I will make you strong : I'll fill you with my word;  
And you will travel through the land,  
Fulfilling my command which you have heard.
3. And everywhere you are to go,  
My hand will follow you, you will not be alone.  
In all the danger that you fear,  
You'll find me very near, your works my own.
4. With all my strength you will be filled :  
You will destroy and build : for that is my design.  
You will create and overthrow,  
Reap harvests I will sow : your word is mine.

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## TO FOLLOW THE LORD

**To follow the Lord and find freedom,  
To love as He loved and bring peace,  
To spend our lifetime for his Kingdom,  
To want it to grow and increase.**

1. To search for the Truth never ceasing,  
To look for a star in the night,  
To knock at the door never tiring,  
To wait eagerly for his light.
2. To walk hand in hand with each other,  
To share with the burdened their pain,  
To comfort the people who suffer,  
To help those in need, for no gain.
3. To sense how oppressed are the poorest,  
To struggle for justice and right,  
To stand for the truth and be honest,  
To die to oneself in the fight.

## LIKE A SUNFLOWER

**Like a sunflower that follows  
Every movement of the sun,  
So I turn towards You, to follow You, my God**

1. In simplicity, charity, I follow. (2)
2. In simplicity, honesty, I follow. (2)
3. In simplicity, fidelity, I follow. (2)

## THIS IS MY PRAYER

**Ref. : This is my prayer to thee, my Lord:  
Strike, strike at the root of penury in my heart.**

1. Give me the strength lightly to bear my joys and sorrows.
2. Give me the strength to make my love fruitful in service.

- 
3. Give me the strength never to disown the poor or bend my knees before insolent might.
  4. Give me the strength to raise my mind high above daily trifles.
  5. Give me the strength to surrender my strength to thy will with love.

### **OPEN THE EYES OF MY HEART, LORD**

Open the eyes of my heart

I want to see You

I want to see You

Open the eyes of my heart, Lord

Open the eyes of my heart

I want to see You

I want to see You

To see You high and lifted up

Shinin' in the light of Your glory

Pour out Your power and love

As we sing holy, holy, holy

Open the eyes of my heart, Lord

Open the eyes of my heart

I want to see You

I want to see You

Open the eyes of my heart, Lord

Open the eyes of my heart

I want to see You

I want to see You

To see You high and lifted up

Shinin' in the light of Your glory

Pour out Your power and love

---

As we sing holy, holy, holy

[Repeat two more times]

Holy, holy, holy

We cry holy, holy, holy

You are holy, holy, holy

I want to see you

Holy, holy, holy

Holy, holy, holy

You are holy, holy, holy

I want to see you

Holy, holy, holy

Holy, holy, holy

Holy, holy, holy,

I want to see you

[Repeat five more times]

## **GIVE ME OIL FOR MY LAMP**

Give me oil for my lamp, keep it burning

Give me oil for my lamp I pray

Give me oil for my lamp, keep it burning

Keep it burning till the light of day

### **Chorus:**

Sing Hosannah, sing Hosannah

Sing Hosannah to the King of Kings

Sing Hosannah, sing Hosannah

Sing Hosannah to the King

Give me joy in my heart keep me praising

Give me joy in my heart I pray

Give me joy in my heart keep me praising

Keep me praising till the break of day

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Give me peace in my heart keep me resting  
Give me peace in my heart I pray  
Give me peace in my heart keep me resting  
Keep me resting till the break of day  
  
Give me love in my heart keep me serving  
Give me love in my heart I pray  
Give me love in my heart keep me serving  
Keep me serving till the break of day

## **GOD IS GOOD ALL THE TIME**

He put a song of praise in the heart of mine  
God is good all the time  
Through the darkest night, His light will shine  
God is good, God is good all the time  
  
God is good all the time  
He put a song of praise in the heart of mine  
God is good all the time  
Through the darkest night, His light will shine  
God is good, God is good all the time  
  
If you're walking through the valleys  
And there are shadows all around  
Do not fear, He will guide you  
  
He will keep you safe and sound  
He has promised to never leave you  
Nor forsake you, and His word is true  
  
God is good all the time  
He put a song of praise in the heart of mine  
God is good all the time  
Through the darkest night, His light will shine  
God is good, God is good all the time

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We are sinners and so unworthy  
Still for us He chose to die  
Filled us with His Holy Spirit

Now we can stand and testify  
That His love is everlasting  
And His mercies, they will never end

God is good all the time  
He put a song of praise in the heart of mine  
God is good all the time  
Through the darkest night, His light will shine  
God is good, God is good all the time

Though I may not understand  
All the plans you have for me  
My life is in your hands  
And through the eyes of faint  
I can clearly see that

God is good all the time  
He put a song of praise in the heart of mine  
God is good all the time  
Through the darkest night, His light will shine  
God is good, God is good all the time

God is good all the time  
He put a song of praise in the heart of mine  
God is good all the time  
Through the darkest night, His light will shine  
God is good, God is good all the time

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## **LIGHT OF THE WORLD YOU STEP DOWN INTO DARKNESS**

Opened my eyes let me see  
Beauty that makes this heart adore You  
Hope of a life spent with You

So here I am to worship  
Here I am to bow down  
Here I am to say that your my God  
Your altogether lovely  
Altogether worthy  
Altogether wonderful to me

King of all days  
Oh so highly exalted  
Glorious in Heaven above  
Humbly You came to the earth you created  
All for loves sake became poor

So here I am to worship  
Here I am to bow down  
Here I am to say that your my God  
Your altogether lovely  
Altogether worthy  
Altogether wonderful to me

[Bridge] I'll never know how much it cost to see my sin upon  
that cross

I'll never know how much it cost to see my sin upon that cross  
So here I am to worship...

- 
1. इतनी शक्ति हमें देना दाता,  
मन का विश्वास कमज़ोर होना  
हम चलें नेक रस्ते पे हम से,  
भूलकर भी कोई भूल होना ।

दूर अज्ञान के हों अँधेरे,  
तू हमें ज्ञान की रोशनी दे  
हर बुराई से बचते रहे हम  
जितनी भी दे भली जिन्दगी दे  
बैर हो ना किसी, का किसी से  
भावना मन में बदले की हो ना

Chorus:- हम चलें .....

हम न सोचें हमें क्या मिला है,  
हम यह सोचें किया क्या है अर्पन  
फूल खुशियों के बाँटे सभी को  
सब का जीवन ही बन जाये मधुबन  
अपनी करुणा का जल तू बहा के  
कर दे पावन हर एक मन का कोना

Chorus:- हम चलें .....

2. सारे जहाँ से अच्छा हिन्दोस्तां हमारा  
हम बुलबुलें हैं इसकी, यह गुलसिताँ हमारा  
पर्वत वो सब से ऊँचा हम साया आसमाँ का  
वो संतरी हमारा, वो पासबां हमारा

Chorus:-

गोदी मे खेलती हैं, इसकी हजारों नदियाँ  
गुलशन हैं जिस के दम से, रश्के जिना हमारा

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मजहब नहीं सिखाता आपस में बैर रखना  
हिन्दी हैं हम — 3 वतन हैं हिन्दोस्ताँ हमारा

3. हर तरफ हर जगह हर कहीं पे है .....  
हाँ उसी का नूर — 2  
रोशनी का कोई दरिया तो है, हाँ कहीं पे जरूर — 2  
ये आसमाँ, ये ज़मीं, चाँद और सूरज .....  
क्या बना संका है, कभी कोई भी कुदरत ।  
क्या बना सका है कभी कोई भी कुदरत .....  
कोई तो है, जिसके आगे है आदमी  
मंजबूर ..... ।

**Chorus :-** हर तरफ हर जगह .....  
इन्सान जब कोई है, राह से भटका  
इसने दिखा दिया उसको सही रास्ता  
इसने दिखा दिया उसको सही रास्ता  
कोई तो है, जो करता है मुश्किल  
हमारी दूर ..... ।

**Chorus :-** हर तरफ हर जगह .....

4. हम को मन की शक्ति देना, मन विजय करे  
दूसरों की जय से पहले, खुद को जय करे  
भेद भाव अपने दिल से साफ़ कर सकें  
दोस्तों से भूल हो तो माफ़ कर सकें  
झूठ से बचे रहे, सच का दम भरें  
दूसरों की .....



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मुश्किलें पड़े तो हम पे इतना कर्म कर  
साथ दे तो धर्म का, चले तो धर्म कर  
खुद पे हौसला रहे, बदी से ना डरे  
दूसरों की जय से पहले, खुद को जय करें ।

5. ये दिल भरा आभार से, साथ तुम्हारा पाके,  
कहें तो कैसे कहें, प्रभु तुमको धन्यवाद, प्रभु तुम को  
धन्यवाद ।

ये दिल भरा है प्यार से, जो मिला तुमसे,  
कहें तो कैसे कहें, प्रभु तुमको धन्यवाद ।

अब दिल उठा है नाच, आशिष तुम्हारी पाके,  
कहें तो कैसे कहें, प्रभु तुमको धन्यवाद ।

6. गाता प्रभु तेरा आभार, मन मेरा शत् — शत् बार;  
साँसों की मेरी सरगम, नमन करें बारम्बार —2

बागों के फूलों से, आकाश के पंछियों से, ज्यादा प्यार  
तूने दिया;  
प्रभु सृष्टि की शोभा से, तारों की आभा से, मुझको है तूने  
सजाया ।

पहले जीवन दिया, दया से फिर सींचा, वरदानों से भर  
दिया;  
प्रभु पापों को धो डाला, प्यार से अपनाया, शांति का  
वाहक बनाया ।

7. ओ प्यारे भगवन् आशिष देना, ओ प्यारे भगवन — 2  
नगर तुम्हारे गायन गाते, झर जाते तब नयन हमारे,  
वंदन में हम नत हो जाते, तुम हो राजा जग के स्वामी ।

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घर — घर से नर — नारी आकर, गुण गाते तेरे हे राजा,  
बालक के भी मुख से आती, जय जय हो प्रभु येशु की ।

8. मैं कभी तुम्हारा साथ, न छोड़ूँगा —2  
दुनिया के अंतिम क्षणों तक, साथ रहूँगा,  
आँधी हो चाहे तूफ़ान हो, संग चलूँगा ।

माँ की कोख में जब तुम थे, मैंने तुमको चुन लिया,  
तुमको सँवारा, दिल में बसाया प्रेम अपार दिया ।  
तुम मेरे हो मेरे लिये हो, तुम हो मेरे लिये,  
बस तुम मेरे लिये ।

जीवन मैंने तुम्हारी खातिर, कर दिया कुर्बान,  
जीवन तुम्हारा प्रेम है मेरा, क्रूस पे बलिदान,  
मनुष्य बनकर तुम्हें बचाया, मैं हूँ तुम्हारे लिये,  
बस तुम्हारे लिये ।



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## **IMPORTANT DAYS**

- |     |                |   |
|-----|----------------|---|
| 1.  | 23rd January   | Birthday of Subhash Chandra Bose                      |
| 2.  | 30th January   | Marty's Day   |
| 3.  | 11th March     | Commonwealth Day                                      |
| 4.  | 12th May       | Mother's Day  |
| 5.  | 25th May       | World Family Day                                      |
| 6.  | 6th June       | Environment Day                                       |
| 7.  | 16th June      | Father's Day  |
| 8.  | 1st July       | Van Mahotsav Week (First week of July)                |
| 9.  | 11th July      | World Population Day                                  |
| 10. | 12th August    | International Youth Day                               |
| 11. | 20th August    | Sadbhavna Diwas                                       |
| 12. | 26th August    | Birth Anniversary of Mother Teresa                    |
| 13. | 29th August    | National Sports Day                                   |
| 14. | 8th September  | Girl Child Day  |
| 15. | 21st September | International Day of Peace                            |
| 16. | 27th September | World Tourism Day                                     |
| 17. | 2nd October    | Gandhi Jayanti &<br>International Day of Non-violence |
| 18. | 4th October    | St. Francis of Assisi - Patron's Day                  |
| 19. | 31st October   | National Integration Day                              |
| 20. | 14th November  | Children's Day  |
| 21. | 3rd December   | World Disabled Day                                    |

## PRAYER OF ST. FRANCIS

Lord, make me an instrument of Your peace,  
Where there is hatred, let me sow LOVE  
Where there is injury, PARDON;  
Where there is doubt, FAITH;  
Where there is despair, HOPE;  
Where there is darkness, LIGHT;  
And where there is sadness, JOY  
O Divine Master, grant that I may not so much  
"Seek to be consoled as to console;  
To be understood as to understand;  
To be loved as to love;  
For it is giving that we receive,  
It is in pardoning that we are pardoned;  
And it is in dying that we are born to eternal life.

