



RAMAKRISHNA MISSION SCHOOL

(A UNIT OF RAMAKRISHNA MISSION, BABUPARA, IMPHAL – 795001, MANIPUR)

Uripok, Bachaspati Leikai, Imphal – 795001, Manipur

CBSE Affiliation no: 1230056

INFORMATION FOR ADMISSION IN CLASS- 1

FOUNDATIONAL STAGE (Age 6-8, Class 1-2)

The Foundational Stage lays the groundwork for lifelong learning. NEP 2020 emphasizes play-based, activity-based and discovery-based learning to foster curiosity and creativity.

In our school special emphasis is given on this very important stage. We have developed special curriculum and activities to fit into the directives of NEP 2020.

These learning activities are based on play way method of teaching and caters to the following developments-

- Develops cognitive, social-emotional, and physical skills
- Enhances language and numeracy skills
- Encourages exploration, imagination, and creativity
- Builds foundational literacy and numeracy
- Integrates art, music, and physical education
- Emphasizes social and emotional learning

The outcome of these learning experience will make the students –

- Confident, curious, and creative learners
- Provide strong foundation for future academic success
- Develop social skill and emotional intelligence
- Assessment is done in a continuous, holistic, and criterion-referenced evaluation format.

This stage sets the foundation for future learning, ensuring a strong, well-rounded start for India's youngest learners.

Withdrawals:

It is expected that once a student is admitted he will continue in the Ramakrishna Mission School until he has completed his course. If any parent/guardian finds it necessary to withdraw his ward he is required to inform the school authorities before the end of the academic year. Again, if the school requests a parent/guardian to withdraw their ward for a serious breach of discipline or poor academic performance, the parent/guardian must comply with the request and withdraw their ward. However, for any type of withdrawal, fees will not be returned.

The Secretary is empowered to remove/suspend a student on grounds of gross disobedience and misconduct, or, in his opinion, if the student has failed to accept the norms of discipline of the institution and his stay is detrimental to other students. The parent/guardian may be asked to withdraw his ward also, if he fails to come up to the academic standard of his class due to negligence in study as well as on grounds such as:

- a) Serious moral lapses,
- b) Leaving the school premises without permission from the competent authority,
- c) Grave insubordination, stealing or extortion, bullying, defying school authority,
- d) Involvement in Politics, ragging.
- e) False information of any type furnished in Application form,
- f) Failing to secure pass-marks in a number of exams,

The Secretary would decide on the disciplinary measures after consultation with Principal, and members of the disciplinary committee.

Medical Aid:

The school has a well-equipped medical room. First aid treatment is given by a medical team in case of accidents and emergencies. Parents are informed immediately and may be intimated to take their ward home. While the school assures all possible precautions and care, the school management will not be responsible for any adverse consequences.

ID-Card

Every Student is issued an Identity Card during 1st month of the Academic Session. Students must bring their Identity Cards in school every day. If a student fails to bring his Identity Card, he will not be allowed to attend the classes unless an explanation is submitted in written by Parent/Guardian. Loss/damage of Identity Cards should be informed to the School Authority immediately. **A duplicate Identity card can be availed for a price in the event of loss or damage of original Identity Card.**

GUARDIANS' ROLE:

Full co-operation of the parents and guardians is essential in order to attain the high academic standard as well as the ideals and aims of RKMS Imphal. Parents are

requested to keep an eye on their wards so that the ideals, as stated in the foregoing pages, are followed by the boys when they go home. Early rising, good manners and gentlemanly behaviour, truthfulness and cleanliness should be observed when at home. Boys should not be allowed to be in wayward company or friends. They should not be allowed to see cinema and T.V. shows, except those that are appropriate for students. Unless the guardians have faith in the educational ideals of the RKMS Imphal, and unless full co-operation is received from them, the training at school cannot be effective.

TRANSPORT FACILITIES The school does not provide transport facilities. Parents / guardians are requested to make their own arrangements for their wards.

NOTEBOOKS REQUIREMENT

CLASS-1	
Four Lines -	12 Notebooks
Two Lines -	02 Notebooks
Square Lines -	02 Notebooks

SCHOOL UNIFORM:

School Uniform (Class I to X)		Sports Uniform	
1	Half Shirt (White with Blue checked)	1	Track Suit – Blue Colour
2	Full Pant – Grey Colour	2	Sports T-Shirts: Colour Red – Class 1 to 3) (Colour Green – Class 4 Onwards-)
3	Sweater – Yellow Colour	3	Sports Shorts – Blue Colour
4	Belt – Black Colour	4	Tennis Shoes – White Colour
5	Formal Shoes – Black Colour		
6	Socks – Black Colour & School Bag with Logo of Ramakrishna Mission		

TEXTBOOKS REQUIREMENT: Will be intimated after the admission is confirmed.

ADMISSION PROCEDURE

Class – 1 Only

- 1) Students must be born in between 1st April, 2019 & 31st March, 2020, i.e. 6+ to 7 years on 01/04/2026 as per NEP-2020.
- 2) Please check the age limit before submission.
- 3) Students must pass UKG Class.
- 4) Aadhaar of both Parents & Student, Birth Certificate of a student must be submitted with the admission form.
- 5) After the selection of a student by direct admission or through lottery system all the documents will be verified thoroughly and student and parents have to be present physically.
- 6) At the time of verification, parents must bring the following documents of the student:
 - a. Original Aadhaar (with Mobile Number linked with Aadhaar) and Xerox Copy.
 - b. Original Birth Certificate (with QR code) and Xerox Copy.
 - c. Original Transfer Certificate (with PEN, if generated)
- 7) **If the Documents are found incorrect (Fake), the Student's Name will be cancelled from the admission List / selection List.**
- 8) After the verification of the documents and if found correct then to deposit admission fee a link will be forwarded to your registered mobile number and within five working days fees must be deposited in the bank.
- 9) Fee Statement (after deposition) should be submitted at the School Office during Office Hour 10:00 am to 01:00 pm.

Important instructions

1. Without proper documents, the form will be deemed incomplete and shall not be accepted.
2. Kindly avoid time extension requests for submitting documents.
3. Duly filled forms should be submitted on or before due date.
4. Please do not use whitener or rewrite while filling the forms.
5. **Please note that submission of registration form doesn't guarantee admission.**
6. *All documents and information provided shall be subject to verification of authenticity. The school possesses absolute authority to cancel/reject such admission if incorrect or false information is found.*
7. Priority will be given for children of our teachers and other staff members.
8. Priority for admission is also will be extended to alumni of any of our schools in India.
9. **No telephone call will be entertained by the school regarding the procedure of selection/admission.**
10. School does not have any conveyance facility for students.
11. **Any discrepancy discovered in the Birth Certificate will lead to automatic cancellation of the seat and there will be no refund of fees.**
12. Influence or third-party intervention in any form shall disqualify the child's admission with immediate effect.
13. Application once rejected will not be re-considered.
14. **THE SCHOOL DOES NOT ACCEPT DONATIONS FOR ADMISSION IN ANY FORM. Please refrain from making payments to any individual or group to help secure a seat in our school. Anyone indulging in such practices will not be granted admission and the school will not be held responsible if you are duped.**
15. No recommendations from any official will be entertained.
16. The Principal will not be able to meet the parents of those who are not selected. Furthermore, he will not answer any queries regarding selection. The names of the selected candidates will be published for provisional admissions on school notice board as well as it will be listed on our website and no persons are permitted to meet the principal in this regard. However, the application must furnish a genuine and correct date of birth certificate and residential certificate duly issued by the competent authority (at the time of submission of the application form).
17. The Management of the School reserves all rights of admission or rejection and is not bound to give reasons for admission or rejection admission or rejection of any particular candidate. The selection procedure is designed by the Selection Committee of the school and the selection of the candidate is done by the Selection Committee.
18. ***ONLY IF YOU ARE READY TO ABIDE BY THE DECISIONS OF THE SCHOOL, YOU NEED TO APPLY.***

SCHOOL OFFICE HOURS

Pre-primary:	Summer	:	8.30 AM to 12.30 PM
	Winter	:	9.00 AM to 1.00 PM
School Hours:	Summer	:	08.00 AM to 02.30 PM
	Winter	:	08.35 AM to 02.30 PM
Office Hours:	Morning	:	09.00 AM to 01.00 PM

CORRESPONDENCE

The Principal,
Ramakrishna Mission School,
Bachaspati Leikai, Uripok, Imphal
Manipur – 795001

Contacts:

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