



RAMAKRISHNA MISSION SCHOOL

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

Uripok, Bachaspati Leikai, Imphal – 795001, Manipur

CBSE Affiliation no: 1230056

PRE-PRIMARY/ PLAY SSCHOOL SECTION

Academic & Emotional Development

BALVATIKA -1 (Nursery): Age group: 3 years to 4 years-

At this stage children's vocabulary has developed enough to express their needs and recite stories and rhymes. Though they are still attached to the primary caregivers but are ready to interact with the new people, provided they are in the environment they are familiar with. It's in this stage that they are curious to explore their surroundings but are unaware of the risks attached to them. Our Nursery programme provides the transition from the known to the new environment. Our approach enables a child to develop socializing, exploring, experimenting, logical thinking, physical development, and language skills through a theme-based curriculum and activities in a fun-filled manner. The first few years of a child in a preschool determine their lifetime. Our Nursery Programme is designed to provide the foundation for every child's future academic, social and emotional wellbeing. To create a learning environment that accommodates all individual learners, providing them with opportunities to maximise their inherent potential. The programme provides high-quality education that develops children's language, literacy, numeracy, emotional well-being, universal values, and creative skills.

BALVATIKA -2 (Junior Kindergarten): Age Group: 4 Years to 5 Years –

We all act on situations based on our previous experience, which is preprogrammed in our minds. Likewise, our children also save a few programmes in their minds. Our Junior Kindergarten is designed to help children build on their prior knowledge and experiences to form the concepts and acquire foundational skills. Our programme is 'activity based' with themes comprising both individual and group activities. Our approach enables the development of cognitive skills, logical reasoning through sorting, grouping, temporal concepts, and number concepts with mathematical operations. Our learning centres provide both free and guided play, thus enhancing the child's imagination and creativity

BALVATIKA -3 (Senior Kindergarten): Age group: 5 years to 6 years.

An effective Kindergarten develops essential skills to be independent, knowledgeable, confident, and to respect self and others. Our Senior Kindergarten programme fosters fullness of experience to children in Language - by providing language rich environment; Science - by giving children opportunities to explore, experiment, and discover through hands on learning activities; Maths - by the concepts of pre-math, numbers, counting and mathematical operations thus creating the curiosity and zeal of exploring; Life Skills- through the life skills.

DAILY ROUTINE

The primary goal of a daily preschool schedule is to create an ideal environment for early childhood development. In addition to behavioural orientation, pre-primary classes also play the role of bridging any gaps between the current knowledge of the kids and the knowledge they might need to start Class I. Academic focus during pre-primary education broadly focuses on developing the following areas:

Language skills: Typically, children learn to read and write alphabets, spell out and pronounce words, identify basic objects by their names, and sentence formation using basic English. In our pre-primary school kids will be introduced with Hindi and Manipuri Meitei languages.

Number skills: Kids learn to read and write basic numbers, the concept of quantity as designated by numbers, etc.

Art and craft: Kids are exposed to the creative side of the world by engaging in fun art and craft activities such as drawing, sketching, painting, and making crafts using various items.

Games and Activities. Kids are also exposed to fun games and activities which help develop their cognitive and motor skills. These games typically appeal to the five senses of kids with activities involving music, listening to stories, riddles, quizzes, puzzles, dance, drama, etc. Learning through games and activities is an integral part of learning in pre-primary classes.

Environment: Kids are also made aware of their environment – birds, animals, plants, and trees, and are also taught lessons in moral values, manners, and cleanliness.

CURRICULUM

Curriculum for preschool is meant for early childhood setting where three- to five-year-old children receive age and developmentally appropriate early education. The

curriculum follows a holistic approach where practitioners support and scaffold children's learning through enriched play .

- The curriculum is theme-based e.g.: Transport, Water,
- The Curriculum is child centered.
- The curriculum focuses on using a wide range of learning experiences.
- The curriculum encourages an Integrated Approach.
- The curriculum encourages development of life sciences.
- Assessment involves continuous observation of children while they are at a task (eg preparing for reading, writing, playing with blocks, puzzles etc).
- Observation &. assessment should be a continuous process in early childhood education through which the teacher will be able to assess not only the children but her own teaching strategies as well.
- These observations are written in an observation register.
- Maintaining a child's portfolio. The curriculum is developmentally appropriate and aims for the holistic development of students by equipping them with the key 21st Century skills. It ensures stimulating experiences across different domains to address the needs of a child.

PEDAGOGICAL APPROACH:

Due focus is laid on Art and Sports Integrated Pedagogical Approach. Art can play an effective role in strengthening the child's curiosity, imagination and helps in developing skills related to intellectual, socio-emotional, motor, language and overall literacy. Sports Integration fosters holistic development by promoting physical and psychological well-being while also enhancing cognitive abilities.

SCHOOL FACILITIES: Salient Features of RKMS Imphal-

All classrooms and activity rooms have been equipped with a latest furniture. Furniture is made from natural wood as well as certified grade FRP, non-toxic finishes, and ethical sourcing practices. Not only are these safer for your child, but they're also better for the environment.

The whole school campus, along with the school corridor, is under CCTV surveillance. More than 20 CCTV cameras are installed on the school campus. The school has dedicated staff members to keep track of the CCTV activities.

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.

Medical Aid:

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. A duplicate Identity card can be availed for a price in the event of loss or damage of original Identity Card.

TRANSPORT FACILITIES:

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

NOTEBOOKS REQUIREMENT

Nursery		LKG		UKG	
Four lines	2	Four lines	2	Four lines	2
Square lines	2	Square lines	2	Square lines	2
Double line Hindi	2	Double line Hindi	2	Double line Hindi	2
Two lines	2	Two lines	2	Two lines	2
Drawings	1	Drawings	1	Drawings	1

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

DRESS CODE: Will be intimated after the admission is confirmed.

ADMISSION PROCEDURE

Ramakrishna Mission Play School, Babupara, Imphal (W)

The following are the simple guidelines and procedures to be followed while admitting your child at our play school.

ADMISSION PROCEDURE FOR BALVATIKA-1 (NURSERY)

- 1) Students must be born in between 1st April, 2022 & 31st March, 2023, i.e. 3+ to 4 years on 01/04/2026 as per NEP 2020.
- 2) Please check the age limit before submission of form.
- 3) Birth Certificate of a student (a self-attested copy of the child's Birth Certificate from the Municipal Corporation with the name of the child) must be submitted with the admission form.
- 4) Aadhaar of both Parents & Student,
- 5) Proof of Residence of parents (any two of the following): Passport/Voter I.D./Driving License/Electricity Bill/Telephone Bill/Aadhaar Card.
- 6) For single Parent: Death Certificate of Husband/Wife/Separation Papers/Adoption Papers.
- 7) 4 passport-size photographs of the student, father, mother and any one person authorised by both the parents.
- 8) Blood Group Report of a child.
- 9) Medical fitness certificate from child specialist.
- 10) A family photo consisting of the parents and the child.
- 11) 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.
- 12) 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.
- 13) If the Documents are found incorrect (Fake), the Student's Name will be cancelled from the admission List / selection List.
- 14) 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.

15) Admission fee deposition Statement (after deposition) should be submitted at the School Office during office Hour 10:00 am to 01:00 pm.

ADMISSION PROCEDURE FOR BALVATIKA-2 (LKG)

1) Students must be born in between 1st April, 2021 & 31st March, 2022, i.e. 4+ to 5 years on 01/04/2026 as per NEP-2020.

2) Please check the age limit before submission.

3) Students must pass nursery class. School transfer/ school leaving certificate and marks sheet/ report card will have to be submitted.

4) Birth Certificate of a student (a self-attested copy of the child's Birth Certificate from the Municipal Corporation with the name of the child) must be submitted with the admission form.

5) Aadhaar of both Parents & Student,

6) Proof of Residence of parents (any two of the following): Passport/Voter I.D./Driving License/Electricity Bill/Telephone Bill/Aadhaar Card.

7) For single Parent: Death Certificate of Husband/Wife/Separation Papers/Adoption Papers.

8) 4 passport-size photographs of the student, father, mother and any one person authorised by both the parents.

9) Blood Group Report of a child.

10) A family photo consisting of the parents and the child

11) Medical fitness certificate from child specialist.

12) 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.

13) 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.

14) If the Documents are found incorrect (Fake), the Student's Name will be cancelled from the admission List / selection List.

15) 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.

16) Fee deposition Statement (after deposition) should be submitted at the School Office during office Hour 10:00 am to 01:00 pm.

ADMISSION PROCEDURE FOR BALVATIKA-3 (UKG)

- 1) Students must be born in between 1st April, 2020 & 31st March, 2021, i.e. 5+ to 6 years on 01/04/2026 as per NEP-2020.
- 2) Please check the age limit before submission.
- 3) Students must pass Nursery or LKG Class. School transfer/ school leaving certificate and marks sheet/ report card will have to be submitted.
- 4) Birth Certificate of a student (a self-attested copy of the child's Birth Certificate from the Municipal Corporation with the name of the child) must be submitted with the admission form.
- 5) Aadhaar of both Parents & Student,
- 6) Proof of Residence of parents (any two of the following): Passport/Voter I.D./Driving License/Electricity Bill/Telephone Bill/Aadhaar Card.
- 7) For single Parent: Death Certificate of Husband/Wife/Separation Papers/Adoption Papers.
- 8) 4 passport-size photographs of the student, father, mother and any one person authorised by both the parents.
- 9) Blood Group Report of a child.
- 10) A family photo consisting of the parents and the child
- 11) Medical fitness certificate from child specialist.
- 12) 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.
- 13) 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.
- 14) If the Documents are found incorrect (Fake), the Student's Name will be cancelled from the admission List / selection List.
- 15) 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.
- 16) Fee deposition 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

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