



HPS ONGOLE

Unit of **HYDERABAD PUBLIC SCHOOL Pvt. Ltd.**

WE
DONOT
NEED
MORE
OF
EXISTING,
WE
THINK
OF
NEW
IDEAS.



*Making the pupils ready
for next generation
where the machines
and technology dominate the
human intelligence
and cut their jobs.*

TURN THE
Pupils UP
SMART AND WISE ENOUGH
TO THINK
WHAT THEY WANT
AND NOT
JUST UNLIKE MACHINES..

LET THE PUPILS
MAKE MACHINES
BUT LET US NOT
MAKE THE
PUPILS MACHINES..

KNOW US:

Discover a new kind of School in Ongole where the School, Wards, Teachers & Parents come together to challenge convention and create positive change. We can proudly and confidently say that another era of education has started in Ongole with a responsible and accountable management.

Since our founding, The HPS has redrawn and redefined the boundaries of intellectual and creative thought as a prominent place for academics. Our diligent approach to education dissolves boundaries between disciplines and helps nurture progressive minds. At our school, pupils have the freedom to shape their unique, individual paths for an aggressive and rapidly changing world with a leading-edge Management & faculty, alumni, we are committed to develop pupils who will stamp their mark on the society.

HPS is a collaboration of the many programs that work within the school to inform and involve our parents and families. We work to make school an inviting place for our pupils as well as families. Each partner of this team HPS does its part to support our students' enjoyment of learning and work to encourage our families to support them.

Mission:

HPS moulds it's pupils to explore, analyse and succeed in this rapidly changing society and make this world a better place for everything. We will ensure that our pupils develop both the skills that a sound education provides and the competencies essential for success and leadership. We will also lead in generating practical and theoretical knowledge that enables people to understand our society better and improve it.

Vision:

In brief, Our Vision aligns with the shifts and changes in the requirements of the society.

We are & will be a school where social, technical and technological changes approach the educational issues and changes. We wanted to be the prominent and creative center in this society which is demanding the best creations and innovations.

Our Values:

INTEGRITY:

We stand up for what we believe.
Being honest with everyone..
Fulfill our commitments and promises...
Fairness in all the decisions and policies....

RESPONSIBILITY:

We take ownership of our behavior as individuals.
We stand for what we have committed..
Will be reliable and trustworthy...

RESPECT:

believing in the inbred dignity of all people.
we value and appreciate the diversity..
Honoring self and others through words and actions...

SERVICE:

Finding positive ways to contribute to the community.
Sharing time and talents with others..
Taking an active role in service opportunities...
Respecting the involvement of anyone in to service....

A brief on ACADEMICS:

Our foresight in academic programs free pupils from conventional boundaries, allowing them to learn things from different perspectives.

By stretching ourself beyond traditional academics, we make our pupils grow creatively, improve in problem solving, and become prepared to influence this complex world. Our pupils will get more improved and get their own marks printed on with this un-conventional, seminar-style and project-based learning. At HPS, our attentive academic approach will make our wards more knowledgeable, responsive and accountable thus they make this society a good place to live with passion and vision.

Imagine an experience in academics where the pupils will be learnt and taught practically by taking them to the real fields or making them to face the real scenarios thus giving them a practical experience to understand and face this complex and competitive world confidently.

A brief on our Teachers:

Our Qualified, effecient and trained teachers maintain active partnerships with pupils and parents. They are the leading conveyers of the school's vision to the classroom and pupils. Our teachers are dedicated and will always be at a phone call distance to guide you on school and education of it.

ACADEMICS
&
INSTITUTE

Our Institute:

We are in a process of making our institute a center for excellence and knowledge. We want to be different and inclusive but not redundant..

HPS provides a creative and collaborative class rooms that extend academic exploration beyond the classrooms. Pupils work along with the teachers innovatively in an un-common, un-conventional, seminar-style and project-based learning so that they may change the traditional approach which makes and keeps us stand seperate from the others.

THESE ARE BORN SCIENTISTS,
CREATIVE, INNOVATIVE...
LET THEM BE THE SAME &

STUDY & ANALYZE & EXPLORE MORE

This world is something unpredictable which would throw us in to an unknown place and where we need to survive, we should be ready for that and so are our children.

Outcome, studying in HPS:

The value and benefits of HYDERABAD PUBLIC SCHOOL Ongole's education are life-changing. Pupils discover innovative ways to actualize their potential, discovering and developing passions that impact their chosen field and the world. Studying at our School in Ongole will help you define who you are as a professional, as a person, and as a citizen.

We make our pupils ready to face this complex and competitive world.

Communication and Language:

Communication and interpersonal skills are the most needed skills along with knowledge. Here, in HPS, pupils are given lots of opportunities to develop speaking and listening skills, one to one, in small groups and as a class. In a range of situations such as circle time and storytelling, children learn to listen attentively and respond with relevant comments.

We also encourage our children to be curious and ask and answer questions in response to stories we share. They will show understanding of instructions and learn to express themselves clearly and effectively when speaking one to one or in a group.

Book Lending:

Your child brings home books for you to share and enjoy together.

They will benefit extremely from just 20 to 30 minutes a day sitting together talking about the book, work and the explanation given in the school, looking at the words, pictures and giving their views on it. This will tell you about the school, its process and what your ward has learnt from the school with which a parent can clearly understand the school and child.

Literacy:

Children are given opportunities to hear and retell stories, using a variety of books and puppets. We also use different methods and props to support children's story telling skills and writing skills. All early attempts to teach children are most valued. We support pupils' phonic development by using Letters and Sounds together with activities to help with learning sounds.

Personality Development:

Every Saturday is a day for children's personality Development in the HPS. During these days, we assign batches a task and they need to prepare on it to give a demo or present it and explain about it in front of all their friends and teachers. This will improve wards' communication and presentation skills which is an essential quality to face this world in future.

Spell Tests:

Encouraging your child to enter a spell bee competition can result in several benefits. The spelling bee not only provides a valuable educational experience for your child but also allows them to engage in healthy competition though there are many advantages apart from this majorly improving competitive spirit..

MAKE
THEM
SUCCEED

How we make every pupil succeed:

We Do/We have:

- i. Raise progress of every pupil in the school community.
- ii. Provide additional support for those who needed it..
- iii. Individual focus on pupils and frequent checks.
- iv. We make the learning inclusive.
- v. Maximum attendance and low level exclusion.
- vi. Provide safe and secure learning environment.
- vii. Making the parents part of our learning process.
- viii. Frequent discussions with the parents on the progress of the pupils.
- ix. Always being honest in our communication and we welcome feedback.
- x. Modern methods of teaching adis and traditional teaching.
- xi. A strong and enthusiastic teaching staff.
- xii. A visionary Management.

Pupils' Behaviour and Discipline at HPS, Primary School:

At HPS, We encourage the children to develop self-discipline in all aspects of school life, both when working and playing. We believe that it is essential for school to be a safe and caring place so that children can feel happy and able to learn. We want children to take care of the school and all of the things there. Good behaviour is expected and positively reinforced here.

We have started a new reward program for the good behaviour, we reward them in a variety of ways, stickers, certificates, which children can learn by following our '3 School Rules':

Be honest & helpful
Behave self at others in class and play ground
Take care of our school & peers.

Parents will be informed and consulted if any disciplinary problems arise with their children. There are rewards in place for good work and behaviour and consequences for poor behaviour.

School security:

To ensure the security of your child, Security guards and care takers will present at the school and CCTV covers many areas of the school site.

Photographs:

Could Parents please note that there will be occasions when your child may be photographed during normal school activities for project files or newspaper articles. If this causes any problems, please inform the Head Teacher. It is not promised that all the pupils will present in all the photos of all the activities..

Special Educational Needs:

We always aim to work closely with parents and ask them to have a good communication each other so that the best interests of the child are ensured. Children who have any special needs are supported generally in the classroom environment or by being taught in small groups for extra support.

Reading:

We always want to make our pupils to become confident readers. We always ask teachers to encourage the wards to read the lesson but not them during the classes. We teach phonics systematically from the very beginning using a very effective ways which gives each letter a sound and an action. We expect parents to support children in their reading. Listening to the wards, reading along and sharing books with them is very important in their early

Writing:

From Nursery onwards, children will be encouraged to see themselves as writers. Spelling and punctuation will be taught systematically through careful correction and discussion of a child's work. Children will be taught the correct letter formation, joining as and when appropriate.

We are aiming for all children to be writing in a cursive joined-up style from the Year-4 onwards.

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- George Bernard Shaw said:
- There are 3 kinds of people..
 1. People who make the things happen
 2. People who watch when they happen
 3. People who don't know what happened

Choose which you want to be in...

Curriculum:

WE MAKE IT PRECISE..

The Foundation & Primary Stages..

We do follow CBSE curriculam.

The Foundation & Primary Curriculii are statutory and apply to all the pupils.

The areas of study on which we certainly focus are:

Communication, Languages & Literacy
 Mathematics
 Environmental Sciences

All the pupils will follow the above three key subjects along with National & Regional Languages and with sufficient technology, G.K. and needful moral education.

Apart from the Educational we do give the same amount of priority for Personality Development too. At our school HPS, we are using Linchpins and working towards a topic based approach which enables pupils to understand the link or connection between the academics and real lives. At the start of each new topic, the teachers will let the parents know what the children will be studying and how they can be supported at home to make the most of the learning opportunities. In our planning we ensure that proper coverage is given to all the Curriculum subjects over each Key Stage.

For Pre-Primary, We have designed our own comprehensive statutory framework which sets up standards for learning and child's development. For the Prep, we merely concentrate on the:

Communication and language
 Physical Development
 Social and Personal Development
 Maths and
 Arts.

The way how we make the Prep pupils to learn:

Through our effective planning and guidance during our educational activities pupils will be able to learn and show certain skills like Play and explore, Learn Actively, Creative thinking.. Apart from these, we make the pupils learn and practice certain primary skills:

Listening and Attention
 Understading
 Speaking
 Health and self-care
 Making Relationships
 Reading & Writing
 Understanding the World.

Safeguarding of the pupils:

Picking the pupils up from the school during the school or at the end of the day, Parent/Guardian will be issued a pick up card, that card is mandatory to pick the wards up from the school.

During the School: We have different layers of admin to care takers at each level to safeguard the pupils during the school.

During Transportation: We have 2 to 3 members in each bus to take care of the wards during the transport time apart from the Driver. Care takers pick your ward from you and hand them over to you in person. In case of your absence care takers will call you & do as per your guidance.

Safeguarding and caring your wards is one of the key factors of our success.

The School Day:



The school bell rings at 9.15 am. Children may start to walk into school from 9.00 am. The school day starts at 9.00 am when registers are taken.

Morning session: 9.15 -12.30

Lunch 12.30 - 1.30

Afternoon session: 1.40 - 3.50

Uniform:

We are following a new kind of pattern and in this, pupils come in regular uniform on, Monday, Tuesday Wednesday and Thursday.

Friday is a civil dress day if Saturday is working if not then Sports dress.

Saturday is sprots Dress Day.

Newsletters:

We produce a weekly and monthly bulletin to inform you everything that is happening in our school. This will be sent home with your child at the beginning of the week/month. This bulletin is also put on our school groups [watsaap/instagram] for parents to access at home.

Jewellery, Watches & any other personal valuable belongings:

Children should not wear bracelets, rings or necklaces in school. If earrings are worn they can only be one pair of earrings and these should not be worn on days when children are doing any kind of P.E.. At HPS, Primary School the simplest advice we give is that jewellery is not appropriate or necessary for school wear. Children are allowed to wear watches in school.

The school does not accept any liability for loss or damage occurring to any personal equipment that is brought into school. The decision for a child to wear or not to wear a watch lies with the parents.

School or Class outings and special activities:

As part of our School Trips policy, children often visit museums, farms, exhibitions and other places of interest/requirement throughout the year. These visits are all linked to their curriculum work and we do ask parents for a contribution towards the cost, if it necessitates.

POLICY OF ATTENDANCE..

HPS, Primary School is committed to provide an education of the highest quality for all its children and recognises this can only be achieved by supporting and promoting excellent school attendance for all. This is based on the belief that only by attending school regularly and punctually will children and young people be able to take full advantage of the educational opportunities available to them.

High attainment depends on good attendance. The whole school community – children, parents and carers, teaching, support staff and school governors – have a responsibility for ensuring good school attendance and have important roles to play.

Parents' responsibilities:

What can I do to help with my child's attendance?

We ask parents to work with us to ensure good attendance by:

- *Ensuring your child arrives on time every day by 9.00 am.*
- *Notify school daily of absence by phone, giving an explanation for the absence.*
- *On returning to school, provide an explanation for absence in writing.*
- *Avoid taking holidays in-term time*
- *If your child is unwell, contact the school on the first day of absence and return your child to school as soon as possible.*
- *Make sure your child knows you do not approve of them missing school.*
- *Take holidays during school holidays.*
- *Talk to staff as soon as any issues arise.*

PLEASE SEND A LEAVE LETTER BEFORE OR AFTER THE LEAVE.

Pupils' responsibilities:

All pupils should be aware of the importance of regular school attendance.

Pupils should be on time for school and ready to learn.

Pupils should have the correct equipment to support your learning

School's Responsibilities:

Be healthy – the school curriculum teaches children to be healthy and provides the pupils a healthy environment.

Stay safe – the best way to safeguard children is to ensure they attend school regularly

Enjoy and achieve – good school attendance supports children in reaching their maximum potential

Make a positive contribution – school gives children a sense of belonging and teaches them to contribute to and be responsible for the well-being of others..

First-day Calling:

Parents will be contacted via telephone or text on the first day a child is absent without explanation to establish a reason for the absence. It is the expectation of all parents to make contact with school daily to inform them in case of their child's absence to the school. This helps to identify at an early stage pupils who may start to have attendance issues.

Parent should be responsible and accountable in sending the pupils regularly to the school and make it their routine.

Conclusion:

Regular school attendance is mandate and it is a key factor to ensure that children obtain the best possible results in all aspects of the school. Good attendance is the best way to safeguard children, it builds confidence and gives children a sense of belonging which ultimately teaches them to contribute to and be responsible for the wellbeing of others.

PEDAGOGY

Any and every attempt we make to raise the standards of our school is focused on the class room. Our continued and tireless attempts to improve or groom the pupils are dependants on the high quality of teaching and learning that is taking place on a daily basis.

'Own the school and let us work together for a collective growth' is our motto..

On the whole, we want to provide our pupils quality learning experiences through which we motivate and make the pupils consistently achieve high progress apart from recognising every child's needs and arranging and fulfilling such needs to make the pupils best. There is no prescribed lesson format, however there are clear 'non-negotiables' that we expect all of our children to experience within the learning at HPS Primary School.

*We expect, Every single teacher of our school is an outstanding teacher –
no child at HPS Primary School deserves less..*

*to provide consistency of teaching and learning across our school.
to give children the skills they require to become effective lifelong learners.
to provide an inclusive education for all children.
to learn from each other, through enquiry based approach..*

Key elements of teaching:

We believe all lessons across our school should include the following key elements to ensure high quality teaching and learning. New teachers to our schools will receive training to ensure they fully understand these elements and to enable them in their everyday practice..

Lessons and lesson plans are well organized and in place.

Lesson plans contain the relevant videos, supporting props and project works in place for a better understanding.

When it is required, talk shows on the lessons are arranged to which every pupil must attend.

Let the pupils make the projects on the knowledge they learnt from the lesson.

Encourage the pupils to question to make them or enable their questioning and reasoning.

Let the pupils get relevant and timely feedback for their better improvement.

Let the pupils get an effective and interesting classrooms environment..

At last, let the Pupils go through a consistent and effective assessments process.

"We wish to enable everyone at HPS, Primary School to achieve their full potential"

KNOW HOW

KNOW WHAT

KNOW WHY

KNOW WHO

LEARNING IS ALL ABOUT
ACQUIRING KNOWLEDGE..

WHERE AS TEACHERS ARE MEANT
TO IMPART A GREAT DEAL OF IT TO
THE PUPILS.

Engaging Parents in learning

We do organize Parents Meets in every 30 to 40 days interval which are mandatory for the parents to participate actively.

Q. Why do we make the parents meets mandatory?

A. We wish to engage and effectively communicate with parents about the pupils and school.
To empower the parents and to be involved more in to the child's education, we wish to encourage parents to participate completely in to the school life and it's improvements.
To provide a voice for parents to discuss issues of importance..

Q. Why do we arrange or create a group or forum for parents?

A. For easy access to the school and to make the school communication from the Parents and to the parents just a click away..
This will help both the Parents and school to work in partnership with the school.
A group that can advise the school on parental views;
A forum through which school can consult parents.

Q. How it is beneficial to the Parents...

A. Parents can express their views and know that they can make a difference;
Develop a sense of ownership;
Receive advice about how to support their children's learning;
Learn more about how the school operates..

Q. How it is beneficial to the School...

A. A better understanding of parents' views, ideas and experiences..
A way of drawing new and different parents into active involvement..
A way of demonstrating that the school is engaging with parents..
Improved pupil behaviour and results, as parents have the biggest influence on the success of their children..
A chance to work with parents to find solutions to difficulties.

Q. What will be discussed during the Parents' Meets and who will be there in that meets?

A. Individual Subject teachers, Class Teachers and the Principal along with the Management of all like Transport, House Keeping and Care Taking departments.
Parents can discuss with anyone of it to know about the school and pupil's progress majorly.
Parents can discuss with everyone of it and solve their problems if any and clarify doubts.
To know the interm achievements, events, activities, education, future plans of the school, any the school operations.

We do have a Parents Advisory Committee which plays a key roll in all the aspects of the school.

SCHOOLS AND PARENTS MUST WORK TOGETHER FOR A BETTER INDIA..

WE BELIEVE IN,

**SCHOOL, WARDS AND PARENTS
MUST WORK TOGETHER TO BUILD A
BETTER PUPIL FOR A BETTER**

NATION..

HOMEWORK POLICY

RATIONALE:

The main purpose of homework is to encourage and measure the development of self-discipline, which is associated with good working habits. Homework also teaches a child to be responsible. Homework is an integral part of a pupil's education. It provides a vital link between the home and school, thereby giving parents insights into a school's philosophy, curriculum and objectives. It also extends the time available for formal learning.

There are four reasons for the assignment of homework:

1. *Practice—Helps pupils master specific skills.*
2. *Preparation—Helps pupils gain the maximum benefit for future lessons.*
3. *Extension—determines whether pupils can transfer specific skills or concepts to new situations.*
4. *Creativity—requires pupils to integrate skills and concepts to produce original responses.*

TEACHER'S RESPONSIBILITY:

1. *Carefully plan homework as you do classroom instruction.*
2. *Assure that the homework is explained and understood before it is assigned.*
3. *Effort towards completing homework should be counted.*
4. *Check homework assignments and return the corresponding books to pupils as soon as possible.*
5. *Assign homework according to the educational needs of each pupil on a daily basis.*
6. *Assigned homework for grades Prep should take approximately 30 minutes to complete; grades 1-4 approximately 45 minutes.*
7. *Communicate with parents whose children fail to complete assignments.*

PARENT'S RESPONSIBILITY:

1. *As a FAMILY MEMBER, Help your child to get to school on time and attend regularly.*
2. *Provide a nurturing home environment so that the child is ready to learn.*
3. *Maintain good standards of academic achievement and positive behavior.*
4. *Be aware of the child's progress by communicating regularly with the school's staff and with the child, seeing that daily homework is completed regularly, attending parent teacher conferences.*
5. *Support the school by volunteering and/or providing support to the school staff.*

Pupils RESPONSIBILITY:

*As a Pupil of HPS, Primary School,
Attend school regularly and abide by school rules.*

HOMEWORK:

IT HELPS THE PARENTS TO
KNOW WHAT IS HAPPENING IN THE
SCHOOL...

Dear Parents,

We would like to welcome you and your family to our school HPS, Unit of Hyderabad Public School Pvt. Ltd.. We hope that your children will be very happy, become knowledgeable and get ready for the future at Hyderabad Public School Ongole and will enjoy being in the school as a pupil of it.

This document is intended to give the onlookers a brief of the school and its operations. If after going through it, you are unsure about any aspect of the education offered at the school, please contact us. If you have any concerns while your child is at the school, please do not hesitate to come in and discuss these with us, we are always open to listen to a parent.

We aim to create a caring and learning environment that enables every pupil to reach their full potential. We believe that your child's education is a partnership between home and school. We are fortunate to have an attractive new building in a wonderful location and we are very proud of our forecast on outdoor area for Early Years. The Primary phase of education is absolutely vital for future educational success, and we will do our utmost to enable your child to achieve the highest standards. There will be many opportunities for you to visit the school and, we hope, share in our activities.

We look forward to be associating with you.

Yours sincerely,
Jagadish Nandipati,
- HPS.

WE, AS A FAMILY OF
HPS...

LOOKING FORWARD TO
FORGE A BINDING TO MAKE
THIS SOCIETY BETTER TO LIVE
THROUGH A PROPER EDUCATION...

THANK YOU

HPS Ongole, Primary School

Sponcered by Doctors' E. Society | Unit of Hyderabad Public School Pvt. Ltd.

HPS House, Near Marri Chettu, Mangamoor Raod, Ongole | www.hyderabadpublicschool.com | manahps@yahoo.com | 98488 67890