



ANKUR SCHOOL
(A Unit of Student AID Society)



NILAYA DAY CARE



PROSPECTUS

TIME SLOTS AVAILABLE WITH FEE

FOR NEW ADMISSION ONLY

Sr. No.	Annual Fee Structure	Amount
1	Admission Fee (One Time)	Rs. 1500
2	Annual Charges	Rs. 1000
3	Security (Refundable at the time of leaving the Crèche)	Rs. 3000

MONTHLY FEE STRUCTURE

Sr. No.	TIME SLOT	TIME	DURATION IN HOURS	FOR UNIVERSITY EMPLOYEES	FOR NON UNIVERSITY EMPLOYEES
1	Full Day	8:30AM to 5:00 PM	8.30 Hours	Rs. 1500	Rs. 3000
2	Half Day	8:30 AM to 1:00PM	4.30 Hours	Rs. 1000	Rs. 2000
3	Half Day	12:30PM to 5:00PM	4.30 Hours	Rs. 1000	Rs. 2000
4	Quarter	2:00PM to 5:00PM	3 Hours & Less	Rs. 700	Rs. 1000

APPLICABLE IN CASE OF CHILDREN STUDYING IN OTHER SCHOOLS

- 1) School in which the child is studying_____
- 2) Address of The School_____
- 3) Name of the Principal_____
- 4) Contact number of the school_____
- 5) Admission Number of the child_____
- 6) Class and section of the School_____
- 7) Mode of conveyance used by the child while coming from school to our crèche _____
- 8) Bus no./Van no._____
- 9) Driver's Name _____
- 10) Driver's contact No._____

PRAYER

Praise him, praise him
Praise him in the morning
Praise him in the noon time
Praise him in the night & day
Love him, love him
Love him in the morning
Love him in the noontime
Love him in the night & day



प्रार्थना

तेरी है ज़मी तेरा आसमां, तू बड़ा मेहरबां तू बक्शीश कर,
सभी का है तू सभी तेरे, खुदा मेरे तू बक्शीश कर।

तेरी है ज़मी.....

तेरी मर्जी से ए मालिक, हम इस दुनिया में आये हैं
तेरी रहमत से ए मालिक हम सब ने, ये जिस्म और जान पाए हैं
तू अपनी नजर, हम पर रखना, किस हाल में हैं ये खबर रखना,
तेरी है ज़मी तेरा आसमां, तू बड़ा मेहरबां तू बक्शीश कर,
सभी का है तू सभी तेरे, खुदा मेरे तू बक्शीश कर।।

तू चाहे तो हमें रखे, तू चाहे तो हमें मारे,
हो तेरे आगे झुका के सर खड़े है आज हम सारे,
ओ सबसे बड़ी ताकत वाले, तू चाहे तो हर आफत टाले,
तेरी है ज़मी तेरा आसमां, तू बड़ा मेहरबां तू बक्शीश कर,
सभी का है तू सभी तेरे, खुदा मेरे तू बक्शीश कर।

प्रार्थना

तुम्हीं हो माता—पिता तुम्हीं हो।
तुम्हीं हो बन्धु सखा तुम्हीं हो।।
तुम्हीं हो साथी तुम्हीं सहारे।
कोई न अपना सिवा तुम्हारे।।
तुम्हीं हो नैया तुम्हीं खवैया।
तुम्हीं हो बन्धु सखा तुम्हीं हो।।
तुम्हीं हो माता—पिता तुम्हीं हो।
तुम्हीं हो बन्धु सखा तुम्हीं हो।।
जो खिल रहे हैं, वो फूल हम हैं।
तुम्हारे चरणों की धूल हम हैं।
दया की दृष्टि सदा ही रखना।
तुम्हीं हो बन्धु सखा तुम्हीं हो।।
तुम्हीं हो माता—पिता तुम्हीं हो।
तुम्हीं हो बन्धु सखा तुम्हीं हो।।

Before Lunch

Thank you God!

Thank you God,

For the world so sweet!

Thank you God,

For the food we eat!

Thank you God,

For the birds that sing!

Thank you God for everything!

॥ शान्ति पाठ ॥

ॐ द्यौ शान्तिरन्तरिक्षः शान्तिः पृथ्वी शान्तिरापः शान्तिः रोषधयः शान्तिः।
वनस्पतयः शान्तिर्विश्वे देवाः शान्तिब्रह्मा शान्तिः सर्वः शान्तिः शान्तिरेव शान्तिः सा मा शान्तिरेधि॥

ॐ शान्तिः शान्तिः शान्तिः ॐ

LIST OF THE THINGS REQUIRED

Sr. No.	AGE GROUP	THINGS REQUIRED (FOR EVERYDAY)
1	1.5 - 2.5 Years	Two diapers ,Two handkerchiefs, Five Hand towels, one extra dress, extra lower and Inner, Tiffin, Water bottle, Napkin, Boiled fresh Milk in thermos. Thermos should be washed everyday at home.
2	2.5 - 4 years	Two diapers ,Two handkerchiefs, Five Hand towels, one extra dress, extra lower and Inner, Tiffin, Water bottle, Napkin, Boiled fresh Milk in thermos.
3	5-7 years	Handkerchief and towel, Tiffin, Water bottle , Napkin, Activity or colour book with crayons.
4	8-10 years	Handkerchief and towel , Tiffin, Water bottle , Napkin, Story or activity or colour book with crayons.
5	11-15 years	Handkerchief and towel, Tiffin, Water bottle , napkin (Their Comb, Clips etc.)

NOTE:

- 1) The bag, Tiffin , Water bottle etc. carried by the child, should have his /her name on it. This is required so as to avoid the mixing of the items with other children.
- 2) A handkerchief should be pinned to the dress of the child with the safety pin (locking ones, not ordinary) everyday (for small children only).
- 3) Thermos should be washed everyday at home.

FACILITIES

- 1) 'NILAYA DAY CARE' is an Ideal place for the children of the working mothers of Panjab University and non panjab university employees. It is located in the lush green premises of Ankur School, Panjab University Campus, Sector 14 , Chandigarh .
- 2) It promises for its conducive, Safe and stimulating environment .
- 3) The Crèche has its own rules and regulations with open communication system with the parents.
- 4) The staff here is dedicated, professional and child centred.
- 5) It has fully air- conditioned rooms with neat and clean environment.
- 6) Flexible time slots with facility of extra hours with extra fee .
- 7) Follows panjab university calander in case of holidays as well as Ankur School calander in case of long vacations such as summer , winter and Diwali holidays .
- 8) First Aid facility with trained staff is available. Ins case of any medical emergency, necessary action is taken accordingly. Then the child is taken to the Health Centre and the parents are called immediately.If the doctors in the Health centre suggests for Government Hospital 16,then same is done.
- 9) We do not give any medicine in the crèche except for Iodex, Vicks, Betadine tube, Pudín Hara and Cough syrup.

RULES AND REGULATION

- 1) Minimum age required to seek admission to Nilaya Day Care centre is 1.5 years.
- 2) The crèche will remain open from 8:30 AM to 5:00 PM from Monday to Friday. On Saturday it is half day up to 12:30 PM.
- 3) Before admission to crèche, the parent is allowed to visit the crèche and check the facilities personally.
- 4) In case of delay in picking up the child at usual time, a fine of Rupees 20 will be charged.
- 5) Parents are expected to pick and drop their children personally from the crèche.
- 6) The child will not be allowed to attend the crèche in case the care taker observe any symptoms of sickness (fever, any contagious disease etc.) keeping in mind the safety of other children. It may spread to other children also.
- 7) In case of any emergency, the crèche staff will contact the parents who are requested to take action immediately and pickup the child from the crèche .
- 8) If any parent wishes to withdraw the crèche facility then the request for the same has to be made 20 days in advance so that the procedure for the refund of the security may be completed.
- 9) No Parent is allowed to click any kind of photograph in the crèche without permission of the Principal.
- 10) No parent is allowed to have the child in finishing his/her tiffin in the dinning room.
- 11) In case of any serious condition the parents may stay or feed the child but in the visitor's room.

IMPORTANT INSTRUCTIONS FOR THE PARENTS

- 1) In case of any problem, the parents are requested not to enter into any sort of discussion or argument with the helping staff or the incharge. The matter should be brought to the notice of the principal, Ankur School in writing.
- 2) Parent meeting will be held on every third Saturday which should be attended by all the parents . During the meeting , suggestions and complaints will be noted and recorded for further improvement. The time for the meeting is 2:00PM in the Hall on the Ground floor, Senior wing building, Ankur School.
- 3) Proper action will be taken in case of any serious complaints .
- 4) The charges of the crèche will be as prescribed by the Student Aid Society Council from time to time . If a child is to be admitted in the crèche on temporary basis i.e. for less then 15 days , an advance amount has to be paid at the rate of Rs 150 for the full day time slot and Rs 80 for the half day slot.

NOTE

- 1) If a child is absent from the crèche for more than a month without any prior notice in written, the charges for the period of the absence /leave has to be paid to safeguard his / her name on the rolls . In case, this rule is not followed, then a fresh admission has to be made for which no guarantee for the seat can be ensured .
- 2) Payment of charges should be made on or before the 10th of every month, failing which a fine of Rs 20 per day will be charged . If the crèche or bank is closed on the 10th of any month, the charges can be paid on the following working day without any fine .
- 3) Payment has to be made only in cash or by DD in favour of Student AID Society , Panjab University , sector 14, Chandigarh, payable at Chandigarh. Cheques will not be accepted. The payment of the fee through E-Banking will start soon. You will be intimated for the same through the circular.

DOCUMENTS REQUIRED FOR ADMISSION TO NILAYA DAY CARE CENTRE

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|--|---|
| 1) Birth Certificates | studying |
| 2) Latest photograph with both the parents | 6) Aadhar card (both parents and the child) |
| 3) Latest photograph of the child | 7) PAN Card |
| 4) Photograph of the Guardian (if any) | 8) Immunisation (vaccination) card of the |
| 5) Proof of the school in which the child is | child |

ACTIVITIES



**PAINTING,
DRAWING
AND PASTING**

**STORY
TIME AND
READING**

**BUILDING
BLOCKS
AND CLAY
MODELLING**

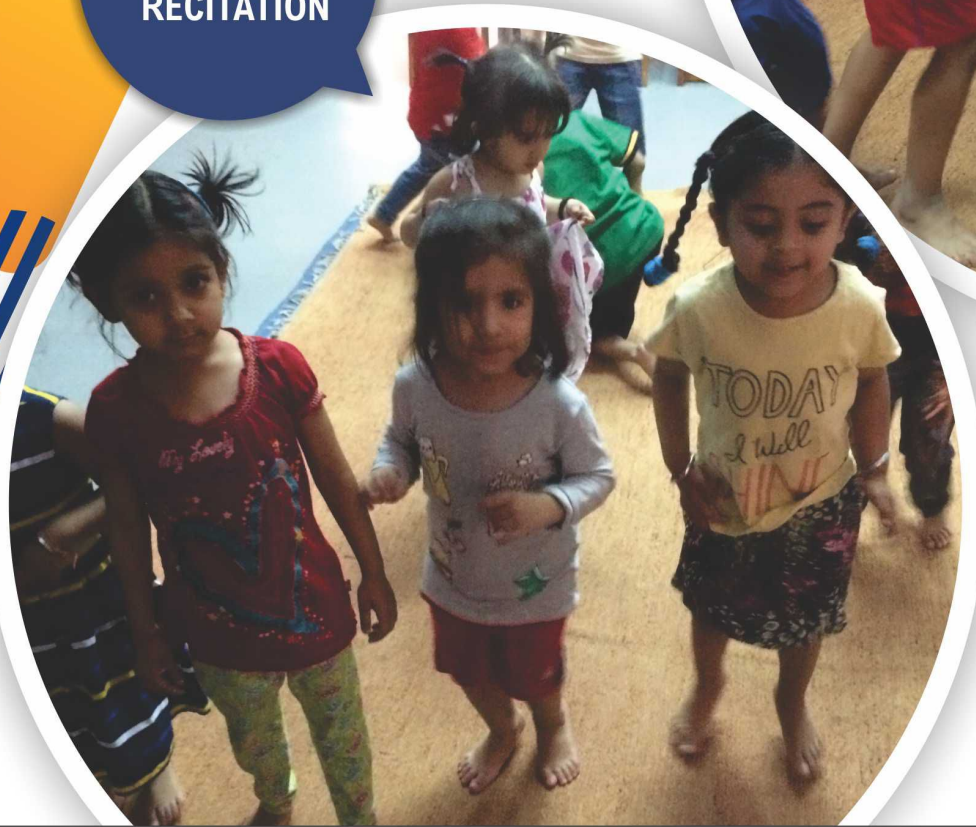




JIGSAWS
AND
PUZZLES

MUSIC
AND
DANCE

SINGING
AND
RECITATION





ANKUR SCHOOL

A UNIT OF STUDENT AID SOCIETY

(AFFILIATED TO CBSE, AFFILIATION NO- 2630073)

PANJAB UNIVERSITY CAMPUS, SECTOR -14, CHANDIGARH

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