



JVPS, BNL

THE VALUABLE ORIENTATION OF CONNECTIVITY AN ENERGETIC SESSION BEGINS WITH A CREATIVE MINDSET

Heading Towards The Bright New Session

The heralding of the new session is an auspicious time for the Jai Vatikan family. It opens the gateway ushering each of us into the portals of the school with invigorated minds and bodies and envisaging new dreams and hopes. The Present Orientation letter will help you to explore the factors and situations that will definitely benefit you and your child in the successful journey of this important transition phase.

ROUTINES ARE FOREMOST

- Time management helps to lead a successful life. Motivate your child to set up a healthy routine so that child learns to prioritize various tasks and does not feel burdened.
- Set an appropriate sleeping and wake up time so that your child adjusts well with the new timings and is energetic and active during the school hours.
- Ensure that you provide fresh and adequate tiffin so that your child enjoys a healthy meal in school and does not feel uneasy during the school hours. The teachers would ensure that the child finishes his/her tiffin.
- Further, any issues regarding your child's eating habit could be informed to the class teacher.

TALK TO YOUR CHILD ABOUT THE SCHOOL

- Let your child share every activity being performed in the school on a regular basis. It will enhance the trust between you and your child.
- If your child feel hesitant in sharing, initiate the discussion yourself to make your child more expressive and open so that he/she can discuss and talk about all major concerns which he/she might otherwise be hesitant to.
- Create the feelings of positivity and good will in the child towards the school and the teachers.



DISCIPLINE- THE BRIDGE BETWEEN GOALS AND ACCOMPLISHMENTS

There is value of discipline in all walks of life. Whether at school or at home, in the office or in the factory, in the playground or in the battlefield, discipline is a necessity.

- **Discipline is indispensable for all to live a successful and happy life.**
- **Discipline gives us an opportunity to learn from experience and grow.**
- **Lack of discipline would result in complete chaos and disorder, no peace and progress.**

FOR PARENTS

- Plan the DISCIPLINE TECHNIQUES.
- Explain the technique and the reason of following it.
- Set your own example of disciplined conduct and behaviour for your children to follow.
- You will SEE a positive change in your child.



DISCIPLINE IS DOING WHAT YOU KNOW NEEDS TO BE DONE, EVEN WHEN YOU DON'T WANT TO DO IT.

E.g.: If it is a rule that the child must have limited access to electronic devices and gadgets then,

- **Set the time**
- **Explain the benefits of minimum visual screen usage.**
- **Be firm that the child doesn't use visual screens more than the time allotted by you.**



- ✚ Be clear about the rules that you want your child to follow.
- ✚ Schedule or establish rules for him/her to follow.
- ✚ Paste the rules in his/her room or cupboard.

For E.g.: If you wish to make the child follow a time table then:

- **Make a time table with the child's consent.**
 Note- Ensure the Child's consent if you want it to be followed properly.
- **Explain the benefits of following the time table.**
- **Paste it on the child's cupboard to follow.**



- ✚ Tell them about the after effects of indiscipline.
- ✚ **GIVE YOUR CHILD SMALL BUT INDIVIDUAL RESPONSIBILITIES.**

For E.g.: If your wish is to make a child responsible then:

- **Assign your child with small tasks related to home.**
- **Do not complain about minute mistakes; rather give small gifts on the successful completion of the tasks. (Appreciations work as wonder)**
- **Explain that his/her responsibility and duty is helping everyone at home.**
- ✚ **Lastly:** Reward your child.... After all he/she is your child. But ensure that the rewards act as an effective source of appreciation and motivation for the child instead of pampering him/her.

FOR STUDENTS

- ✚ Whatever you begin (as a point of honour) always finish it as it'll boost your confidence.
- ✚ Exercise to keep you fit, active and energies focused.
 Daily exercise will energize your soul, mind, body.
- ✚ Dump excuses and try your level best in very effort.
- ✚ Be honest to yourself and to others.
- ✚ Nothing can be achieved by following SHORTCUTS.
- ✚ Create powerful habits, organised routines and humble behaviour.
- ✚ Study the habits and lives of great, famous and successful people. Get inspired from them.
- ✚ Try to be productive. Compete with yourself only. Try to achieve and do better than you did previously.



Lastly, remember, power, talent and force is inside all of us

We need to rise up and shine

Discipline is the only key to shine and succeed better.

Managing these few tips you can make this whole new school experience more exciting. Further, for intensifying fruitful and healthy bonding, it's important to stay connected with the school via School Pad and Broadcasting Whats App group and ensure your regularity for the chat sessions and PTMs. Regular feedbacks are always welcome.

Wishing you a happy and delightful year ahead!

Happy Parenting!! Happy Teaching!!

Vanisha Bansal

Ar. (Mrs.) Vanisha Bansal

Chief Academic Advisor, JVPS



JAI VATIKA PUBLIC SCHOOL

Syllabus Class XII (Commerce) 2021-2022



ENGLISH

Prescribed Books: 1. Flamingo: English Reader by NCERT
2. Vistas: Supplementary Reader by NCERT

Reference Books: 1. BBC Compacta English Core

TERM 1

April

Flamingo: The Last Lesson
Vistas: The Third Level
Poetry: My Mother at Sixty Six
Reading: Unseen Passage (factual, descriptive or literary)
Writing: Notice Writing

May

Flamingo: Lost Spring
Vistas: The Enemy
Poetry: An Elementary School Classroom in a Slum
Reading: Unseen Passage (Discursive /Persuasive)
Writing: Classified Advertisement

July

Flamingo: Deep Water
Reading: Unseen Passage (Factual)
Writing: Letter to an Editor (giving suggestions or opinion on issues of public interest)

August

Poetry: Keeping Quiet
Writing: Letter to an Editor (giving suggestions or opinion on issues of public interest), Article Writing

September **Flamingo:** The Rattrap (Prose)

TERM II

October

Vistas: Should Wizard hit Mommy?
Poetry: A Thing of Beauty
Reading: Unseen Passage (factual, descriptive or literary), Case based Unseen (factual)
Writing: Formal & Informal Invitation Cards or the replies to Invitations

November **(Revision Term-I according to CBSE prescription for Board Exams.)**

Flamingo: Indigo (Prose)
Writing: Letter of Application for a Job, Report Writing

December- **Vistas:** On the Face of it
Evans Tries an O level
Poetry: Aunt Jennifer's Tigers

Reading: Unseen Passage (Discursive /Persuasive)
January : Revision

ECONOMICS

Prescribed Books:

Book I: Introductory Macro Economics by Sandeep Garg (Dhanpat Rai Publication)

Book II: Indian Economic Development by Sandeep Garg (Dhanpat Rai Publication)

Part A: Introductory Macroeconomics

April **Unit 2: Money and Banking**

Ch5 – Money

July Ch6- Banking- Commercial Banking and the Central Bank

August **Unit 4: Government Budget and the Economy**

Ch10– Government Budget and the Economy

Ch 11– Foreign Exchange Rate

TERM II

September Ch 12– Balance of Payments

October **Unit 3: Determination of Income and Employment**

Ch7– Aggregate Demand and Related Concepts

November **(Revision Term-I according to CBSE prescription for Board Exams.)**

Ch8– Income Determination and Multiplier

December Ch9– Excess Demand and Deficient Demand

Unit 1: National Income and Related Aggregates

Ch 1 – Circular flow of income.

January Ch-2– Basic Concepts of Macroeconomics

Ch3 – National Income and Related Aggregates

Ch4 – Measurement of National Income

Part B: Indian Economic Development

April **Unit 6: Development Experience (1947-90) and Economic Reforms since 1991:**

Ch 1 Indian Economy on the Eve of Independence

Ch-2 Indian Economy (1950-1990)

MAY Ch3 Liberalization, Privatizations and Globalization: An Appraisal

July Unit 7: Current challenges facing Indian Economy

Ch4 Poverty

Ch 5 Human Capital Formation

August Ch6 Rural Development

TERM II

September Ch7 Employment: Growth, Informalisation and other issues

October Ch8 Infrastructure

November **(Revision Term-I according to CBSE prescription for Board Exams.)**

Ch 9 Environment and Sustainable Development

December **Unit 8: Development Experience of India:**

Ch10 Comparative Development Experience of India and its neighbors

January **TERM – II Revision of complete syllabus**

List of Projects:

Class XII	
• Micro and Small Scale Industries	• Food Supply Channel in India
• Contemporary Employment situation in India	• Disinvestment policy of the government
• Goods and Services Tax Act and its Impact on GDP	• Health Expenditure (of any state)
• Human Development Index	• Inclusive Growth Strategy
• Self-help group	• Trends in Credit availability in India
• Monetary policy committee and its functions	• Role of RBI in Control of Credit
• Government Budget & its Components	• Trends in budgetary condition of India
• Exchange Rate determination – Methods and Techniques	• Currency War – reasons and repercussions
• Livestock – Backbone of Rural India	• Alternate fuel – types and importance
• Sarwa Siksha Abhiyan – Cost Ratio Benefits	• Golden Quadrilateral- Cost ratio benefit
• Minimum Support Prices	• Relation between Stock Price Index and Economic Health of Nation
• Waste Management in India – Need of the hour	• Minimum Wage Rate – approach and Application
• Digital India- Step towards the future	• Rain Water Harvesting – a solution to water crises
• Vertical Farming – an alternate way	• Silk Route- Revival of the past
• Make in India – The way ahead	• Bumper Production- Boon or Bane for the farmer
• Rise of Concrete Jungle- Trend Analysis	• Organic Farming – Back to the Nature
• Any other newspaper article and its evaluation on basis of economic principles	• Any other topic

BUSINESS STUDIES

Prescribed Books: 1. Part A- Principles and Functions of Management (NCERT)
2. Part B- Business Finance and Marketing (NCERT)

Reference Book: 1. Business Study by Poonam Gandhi (V.K. Global Publications)
(Only Latest Edition).

Term-I

April	Part-A	Ch-1 Nature and Significance of Management
	Part-A	Ch-2 Principles of Management
May	Part-A	Ch-3 Business Environment
	Part-A	Ch-4 Planning
July	Part A	Ch-5 Organizing
August	Part B	Ch-11 Marketing Management
		Revision of term-I

TERM II

September	Part-A	Ch-6 Staffing
October	Part-A	Ch-7 Directing
	Part-A	Ch- 8 Controlling
	Part B	Ch- 9 Financial Management
November	(Revision Term-I according to CBSE prescription for Board Exams.)	
	Part-B	Ch-10 Financial Market

December	Part B	Ch-12 Consumer Protection
January	Revision	
Project Work:	Student will be given a project after every 3 month on the basis of their lessons. (Total Projects =4)	
	May: Elements of Business Environment	
	September: Principles of Management	
	December: Stock Exchange	
	February: Marketing	
Workshop/ Seminars:	The student will be guided through e-learning /workshops seminars on current affairs. They would also be asked to present workshops/ seminars on different topics in group.	

ACCOUNTANCY

Prescribed Books:	Book Keeping and Accountancy (Part-I, Part-II, Part-III)- NCERT
Reference Book:	1. Double Entry Book Keeping (Accounting for Not-for-Profit Organization and Partnership Firms): Textbook for CBSE Class 12 (Vol-1) by T.S.Grewal 2. Double Entry Book Keeping (Accounting for Companies): Textbook for CBSE Class 12 (Vol-2) by T.S.Grewal 3. Analysis of Financial Statements: Textbook for Class 12 By T.S Grewal

April	Part–A
	Unit 2 Accounting for Partnership Firms
	Ch-1 Accounting for Partnership Firms-Fundamentals
May	Ch-2 Goodwill Nature & Valuation
	Ch-3 Change in Profit Sharing Ratio Among Existing Partners
July	Ch-4 Admission of a Partner
	Unit 3 Accounting for Companies
	Ch- 7 Company Accounts – Accounting for Share Capital
	PartB
August	Unit 4 Analysis of Financial Statements
	Ch- 1 Financial Statements of a Company
	Ch- 2 Financial Statement Analysis
	Revision of term-I
	TERM II
September	Unit 4 Analysis of Financial Statements
	Ch- 4 Accounting Ratio
October	Unit 1 Financial Statements of Not-for-Profit Organizations
	Unit 2 Accounting for Partnership Firms
	Ch-5 Retirement of a Partner/ Death of a Partner
November	(Revision Term-I according to CBSE prescription for Board Exams.)
	Ch-6 Dissolution of Partnership Firm.
December	Unit 3 Accounting for Companies
	Ch- 8 Company Accounts – Issue of Debentures
	Ch- 9 Company Accounts – Redemption of Debentures
January	Unit 4 Analysis of Financial Statements
	Ch –3 Tools of Financial Statement Analysis- Comparative Statements and Common Size Statements
	Unit 5 Cash Flow Statement
	Ch -5 Cash Flow Statements

Project Work: Student will be given a project after every 3 months on the basis of their chapters.

1. Comprehensive project include journal entries, ledgers & subsidiary books and Financial Statements

2. Specific project on Ratio Analysis

3. Specific project on Cash Flow Statement (Total Projects =3)

Workshop/ Seminars: The student will be guided through e-learning /workshops seminars on current affairs. They would also be asked for present workshops/ seminars on different topics in group.

PHYSICAL EDUCATION

Prescribed Book:

A Complete Book of Physical Education (SP)

Lab Manual A Complete Book of Physical Education (SP)

HPE Practical(SP)

April: 1. Planning in Sports

2. Sports and Nutrition

May: 5. Children and Women in Sports in Sports

6. Test and measurement in Sports

July : 8. Biomechanics and Sports

Practical: i) Project File (About one sport of choice)

ii) Demonstration of fitness activity

iii) Viva

August 3. Yoga and Lifestyle

4. Physical Education and Sports for CWSN

TERM II

September: Practical File (HPE)

October: 7. Physiology & Injuries in Sports

9. Psychology and Sports

Practical: i) Project File (Yoga and General Motor fitness test)

November: **(Revision Term-I according to CBSE prescription for Board Exams.)**

i) Demonstration of fitness activity/Yoga

ii) Viva

December: 10. Training in Sports

PHYSICAL EDUCATION

Prescribed Book:

A Complete Book of Physical Education (SP)

Lab Manual A Complete Book of Physical Education (SP)

HPE Practical(SP)

April: 1. Planning in Sports

2. Sports and Nutrition

May: 5. Children and Women in Sports in Sports

6. Test and measurement in Sports

July : 8. Biomechanics and Sports

Practical: i) Project File (About one sport of choice)
ii) Demonstration of fitness activity
iii) Viva

August 3. Yoga and Lifestyle
4. Physical Education and Sports for CWSN

Term II

September: Practical File (HPE)

October: 7. Physiology & Injuries in Sports
9. Psychology and Sports

Practical: i) Project File (Yoga and General Motor fitness test)

November: **(Revision Term-I according to CBSE prescription for Board Exams.)**

i) Demonstration of fitness activity/Yoga
ii) Viva

December: 10. Training in Sports



JAI VATIKA PUBLIC SCHOOL

Co. Edu. Sen. Sec. CBSE School

Class XII

Unit Test II (2021-22)



Written Exams

Date	Med./Non Med.	Commerce	Arts
15-Nov-2021	English	English	English
16-Nov-2021	Physics	Accounts	Political Science
17- Nov-2021	Physical Education	Physical Education	Physical Education
18- Nov-2021	Mathematics	Mathematics (Additional)	Mathematics (Additional)
20- Nov -2021	_____	_____	Punjabi
22- Nov -2021	Biology	Business Studies	History
23- Nov -2021	Chemistry	Economics	Economics

Important Instructions:-

1. Timings of school during exams will be from 8:20a.m to 11:15 a.m.
2. Regular compulsory classes will start from 25th November, 2021 (Thursday).
3. PTM and Result declaration will be held on 4th Dec, 2021 (Saturday). The timings for PTM will be 9.00 a.m. to 11.00 a.m. Please adhere to the time strictly. The result will be handed over to the Parents only.

JVPS,BNL



JAI VATIKA PUBLIC SCHOOL

Co. Edu. Sen. Sec. CBSE School



Class- XII Pre-Board Exam(2022)

<u>Date</u>	<u>Med./Non Med.</u>	<u>Commerce</u>	<u>Arts</u>
10-Jan-2022 (Monday)	Physical Education (Written & Practical)	Physical Education (Written & Practical)	Physical Education (Written & Practical)
12-Jan-2022 (Wednesday)	Chemistry (Written & Practical)	Economics (Written & Practical)	Economics (Written & Practical)
14-Jan-2022 (Friday)	Physics (Written & Practical)	B. Studies (Written & Practical)	Political Science
17-Jan-2022 (Monday)	English	English	English
20-Jan-2022 (Thursday)	Mathematics (Written & Practical)	Mathematics (Additional)	Mathematics (Additional)
22-Jan-2022 (Saturday)	Biology (Written & Practical)	Accounts (Written & Practical)	History
24-Jan-2022 (Monday)			Punjabi

Important Instructions:-

1. For your convenience, we would like to inform you well in advance that all fee dues must be cleared latest by Wednesday, 5th January 2022, failing which the student **will not be issued admit card and student will be debarred from appearing for the exams.** (Please ignore if fees already paid.)
2. Student need not come to the school, during preparatory leaves.
3. The school timing during exam days will be 8:20 am to 1:20 pm.
4. Regular classes will start from 25th January, 2022 (Tuesday)
5. PTM and Result declaration will be held on 29th January, 2022 (Saturday). The timings for PTM will be 9.00 am to 11.00 am. Please adhere to the time strictly. The result will be handed over to the Parents only.
6. Preparatory leaves for board exams for class XII students starts from 14th February, 2022 (Monday) onwards.



JVPS, BNL Holidays Calendar (2021-22)



Day	Date	Holiday
Friday	2 nd April 2021	Good Friday
Wednesday	14 th April 2021	Vaisakhi/B.R Ambedkar Jayanti
Wednesday	21 st April 2021	Ram Navmi
Sunday	25 th April 2021	Mahavir Jayanti
Wednesday	12 th May 2021	Eid-ul-Fitr
1 st June-3 rd July	Summer Vacation, School Re-opens on 5 th July 2021 (Monday)	
Tuesday	20 th July 2021	Eid-Al-Adha (Bakrid)
Sunday	15 th August 2021	Independence day
Sunday	22 nd August 2021	Raksha Bandhan
Monday	30 th August 2021	Janmashtmi
Sunday	12 th September 2021	Saraghari Shaheeds' Day
Saturday	2 nd October 2021	Gandhi Jayanti
Thursday	7 th October 2021	Aggarsain Jayanti
Thursday	14 th October 2021	Dussehra
Wednesday	20 th October 2021	Maharishi Valmiki Birthday
Wednesday - Friday	3 rd – 5 th November 2021	Diwali/Vishkarma Day
Friday	19 November 2021	Guru Nanak Dev ji Birthday
Wednesday	24 th November 2021	Martyrdom day of Shri Guru Teg Bahadur Ji
25 th December- 1 st January	Winter Vacation, School Re-opens on 3 rd Jan, 2022 (Monday)	
Wednesday	19 th January 2022	Thikriwala Diwas
Wednesday	26 th January 2022	Republic Day
Wednesday	16 th February 2022	Guru Ravidas Jayanti
Tuesday	1 st March 2022	Maha Shivaratri
Friday	18 th March 2022	Holi



JVPS, BNL

(Co-Educational, Senior Secondary, Affiliated to CBSE New Delhi)



Leave Rules for Students

For Regular School Days:

1. No leave of absence is granted except on prior **Leave Form/Application** duly signed by the Parents/Guardians. Such an application must be supported by a valid reason.
2. Keep the **Leave Form** attached in syllabus booklet safely with you, get the **Xerox Copy** of it, fill it and send it to school whenever leave is required.
3. No telephone call will be considered for the grant of leave. Only written **Application/Leave Form** will be accepted.
4. In case of absence without leave, the student on returning to school must produce the Leave Form duly signed by the Parent/Guardian. A student returning to school after recovering from a contagious or infectious disease should also produce a doctor's certificate of fitness permitting her/him to attend school.
5. In case a student remains absent from school for more than 10 days, without any information, his/her name will be struck off the rolls. Re-admission, if granted, may be done on the payment of a re-admission fee.
6. Parents will be responsible for completing the work during the leave days.
7. Students will not be allowed to leave school before the dispersal time (Short Leave), except in case of emergency. A prior written permission (Gate Pass) from the Principal should be obtained by the Parents/Guardians for the same.

For Examination Days:

1. Students absent from an examination for any reason will not be re-examined, and those absent from an examination without valid, grave and genuine reasons will be considered as **Absent Only**. In case of illness, a medical certificate issued by a competent authority will have to be produced.
2. **Absentees** in Periodic or Terms will not be eligible for **A1 Holders Rank**.
3. No student will be allowed to take the examination till all her/his school dues have been paid in full.
4. No student is generally eligible to appear in the Second Terminal Examination unless he/she has attended at least 85% of the actual teaching/working days in the academic session as per the school calendar.
5. During exam days no student will be allowed to leave school before the dispersal time.

Note:

- ❖ Best Periodic Test marks(out of 2 Periodic) will be considered in each Term Result, if a student is absent in either of the periodic, the other one will be considered as the Best One.
- ❖ If he/she remains absent in both periodic tests then he/she will be marked as absent in the report card.
- ❖ For Term Exam Absentee will be marked as absent. **(No oral, written or practical exam will be conducted again.)**

Leave Application Form

To

The Principal

Jai Vatika Public School

Barnala

I, _____ Mother/Father/Guardian of _____

(Student's Name) of Class _____ section _____ studying under

Admission No. _____ request you to grant him/her leave for

_____ day(s) and commit that my ward will be responsible for

covering the work done in school during leave(s).

Reason: _____

Date of leave(s): _____ to _____

Parent's /Guardian's

Signature

Class In- Charge

(Sanctioned/Not Sanctioned)

Principal

Leave Application Form

To

The Principal

Jai Vatika Public School

Barnala

I, _____ Mother/Father/Guardian of _____

(Student's Name) of Class _____ section _____ studying under

Admission No. _____ request you to grant him/her leave for

_____ day(s) and commit that my ward will be responsible for

covering the work done in school during leave(s).

Reason: _____

Date of leave(s): _____ to _____

Parent's /Guardian's

Signature

Class In- Charge

(Sanctioned/Not Sanctioned)

Principal