MISSION
To provide the students best possible education, character and skills to make them useful citizens of the world.

SCHOOL SLOGAN
educating the souls
A PROFILE

The district administration and people of Narowal established Narowal Educational Trust Narowal to promote education in the under developed area of Narowal. The educational Trust established a School in 1992 called Narowal Public School Narowal in rented building. The School established itself as a premiere institution of Narowal very early in its life. The School prospered and progressed under the dynamic leadership of a very dedicated teacher Mr. Ch. Nazir Ahmad.

Narowal Educational Trust Narowal launched a very ambitious plan to build a state of the Art School and I.T University on 27 acres of land on Narowal Chandowal road. The project is now in the last stages of completion.

The School has four fully equipped academic blocks, an auditorium, a Mosque, and administration Block, Two hostels and teachers residences. The School has sprawling playfields and lawns. A Swimming pool and a gymnasium are also planned. All in all the School is a complete educational facility. State of the art Science and Computer labs have been added and a rich library is on its way.

The School can rightly take pride in being a progressive School, with qualified and dedicated faculty, a very congenial learning atmosphere in a highly disciplined fashion. The School is dedicated to the
upbringing of young men and women, and moulding their lives in a manner that they become good practicing Muslims and useful citizens of the society and international community. The School is already a brand name in Narowal and adjoining areas.

The School provides best possible opportunity to its students to develop their knowledge and skills and to bring them to national and international standards.

The School provides best learning atmosphere in academics and co-curricular and extra curricular and sports activities. In co-curricular activities and hobbies the School is holding regular debates, speech contests, quiz programmes, Art competitions, Essay writing competitions and Science and modeling competitions. The students have shown a keen interest in these competitions.

Evening games have been started in the School, we will raise teams in all sports and play matches against other institutions.

The School has already been raised to higher Secondary level.

The School is building its infrastructure to become self sufficient in all matters of construction and maintenance. In the School we have the will, the determination and the resources to become a complete residential institution of great repute in the very near future.
Parents rest assured your children are in safe hands at Narowal Public School Narowal.
QUALITY EDUCATION

The school is extremely conscious of providing quality education to its students. Instilling in them the quality of inquisitiveness and inquiry. It is the Endeavour of the school to make the students learn the concepts and use them to solve day to day problems and prepare them to be useful citizens of the world. In this regard the faculty works with untiring efforts; they are provided training on regular basis to sharpen their skills of teaching and communication.

SCHOOL ORGANIZATION

The school has three components:-

1. Junior School - class playgroup to class 5 (co-education)
2. Senior School - class 6 to class 12 (Girls)
3. Senior School - class 6 to class 12 (Boys)

ADMINISTRATION
The school offices are housed in a separate Admin Block.

**CODE OF HONOUR**

It is the pledge given by all students joining NPS:-

- My aim of joining NPS is to get education and learn good manners, which I shall do to the best of my abilities.
- I pledge my word of honour that I shall do my duty to Almighty Allah, to Holy Prophet (PBUH), to my country and my fellow human beings.
- I shall obey all rules and regulations of my school.
- I shall regard and be tolerant towards my fellow human beings without distinction of country, class, colour, sect or creed.
- I shall try to help those who are needy, poor, old or in distress.
- I shall always be respectful towards my teachers and mentors of the school while being polite and courteous to other staff.
- I shall always be tidy and pick clean habits & will persistently fight against bad and evil things.
- I will always protect the school property and its good name.

All students of NPS are expected to be well aware of “Code of honour” all the times. However, one violating
the following will be subjected to serious scrutiny and can face withdrawal once proved guilty.

- A STUDENT OF NPS NEVER TELLS A LIE
- HE/SHE NEVER CHEATS OF STEALS
- HE/SHE NEVER INDULGES IN ANY IMMORAL ACT
- HE/SHE ALWAYS USES GOOD LANGUAGE.
- HE/SHE IS SELF CONFIDENT.
Annual Parents Day 2011- PT Show

Annual Parents Day 2011- Gymnastic Show
Annual Parents Day 2011 - Tableau

Annual Parents Day 2011 - Students Offering Kalam-e-Iqbal
Art Competition 2011

School Hockey Team District Level Winner 2011
After academics, the school attaches top most priority to the discipline. A conscious effort is made to inculcate self discipline in the students. In this regard the parents are expected to fulfill following responsibilities.

- To ensure that the students regularly work at home and does their home task.
- To ensure that student brings all necessary books, note-books, drawing material, pen and other essential study items asked by the teacher or as per the syllabus planned and communicated to the parents.
- To check the student’s diary daily and respond to the teacher’s comments/remarks.
- To ensure that the student comes to school tidy and clean in complete and proper uniform.
- To ensure that student is punctual and regular.
➢ To encourage the children to read newspaper and books other than text books to develop in them the habit of reading.

➢ Most of the cable channels are misleading and destructive for young minds. The parents therefore, must try to minimize children’s time of watching TV or playing games on computer at home and in no case should allow them to visit Net. Cafe.

➢ To ensure that children are not given money more than Rs. 20 or 30 to spend in school.

➢ To ensure that students personal belongings are secure, a proper Lock to the cycle and if need be to the bag, and check regularly that he/she carries only those items which you know are his/her own.

➢ Avoid calling students to phone at school except in emergency.

In no case the students are allowed to carry any of following items to school.
  ❖ Camera (of any type or model)
  ❖ Walkman or CD/MP3 Player
  ❖ Mobile phone
  ❖ Any portable game
  ❖ Video, audio or computer CDs/Cassettes.
  ❖ Any leaflet, part or portion of any magazine
- Any pictures
- Knife, razor, any tool or explosive
- Playing cards of any type
- Any sports equipment. (Unless allowed)

**CURRICULA**

Presently NPS is affiliated with:-

(1) The Board of Intermediate & Secondary Education, Gujranwala.
(2) Cambridge University

It offers:-

<table>
<thead>
<tr>
<th></th>
<th>English</th>
<th>Urdu</th>
<th>Islamiyat</th>
<th>Pakistan Studies</th>
<th>Math</th>
<th>Physics</th>
<th>Chemistry</th>
<th>Biology/Computer Science</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SSC</strong></td>
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<tr>
<td><strong>O-Level</strong></td>
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<tr>
<td><strong>HSSC</strong></td>
<td>Pre-Medical</td>
<td>Pre-engineering</td>
<td>Computer Science</td>
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</table>
STUDY PLAN

A date/day wise study plan of all classes is prepared at the start of each academic year. The comprehensive detailed study plan is available for the students at the start of each term. This forecast of our teaching schedule helps the parents to keep a good follow up of their ward while enables the supervisors of the school to check, monitor and evaluate the performance of teachers ensuring uniformity of teaching in all sections of a particular class.

ADMISSION

Admission to NPS is the right of all students on merit. School reserves no special seats, quotas or favours to anyone. The only criterion of admission is the student’s ability, aptitude and talent. Parents are expected to be serious about the education of their child and keep regular followup and liaison with the school.
Age limit:

<table>
<thead>
<tr>
<th>Class</th>
<th>Age</th>
<th>Class</th>
<th>Age</th>
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</thead>
<tbody>
<tr>
<td>Pre Nursery</td>
<td>3 to 4 Years</td>
<td>V</td>
<td>10 to 11 Years</td>
</tr>
<tr>
<td>Nursery &amp; Prep</td>
<td>4 to 5 Years</td>
<td>VI</td>
<td>11 to 12 Years</td>
</tr>
<tr>
<td>I</td>
<td>5 to 6 Years</td>
<td>VII</td>
<td>12 to 13 Years</td>
</tr>
<tr>
<td>II</td>
<td>6 to 7 Years</td>
<td>VIII</td>
<td>13 to 14 Years</td>
</tr>
<tr>
<td>III</td>
<td>7 to 8 Years</td>
<td>IX</td>
<td>14 to 15 Years</td>
</tr>
<tr>
<td>IV</td>
<td>8 to 9 Years</td>
<td>XI</td>
<td>16 to 17 Years</td>
</tr>
</tbody>
</table>

FEE STRUCTURE

NPS is essentially a people welfare project run by the "Trust". Even at the time of its emergence it owns property and equipment worth millions. The administration does not seek recovery of its capital investment from the profit of the school. However, students are required to pay a nominal fee for running of the institution on no loss no profit basis. Following are the revised fee charges for new academic year.
**Prospectus** | Rs. 600
---|---
Registration & Admission Test Charges | Rs. 500
Admission Fee | Rs. 3000
Security Deposit *(Refundable on withdrawal/passing out of student)* | Rs. 3000

<table>
<thead>
<tr>
<th>Annual Charges</th>
<th>Play group to 12th</th>
<th>Rs. 1500</th>
</tr>
</thead>
<tbody>
<tr>
<td>O Level</td>
<td></td>
<td>Rs. 3000</td>
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</tbody>
</table>

### Monthly Tuition Fee

<table>
<thead>
<tr>
<th>Class</th>
<th>Fee</th>
<th>Science Lab Charges <em>(Annual)</em></th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre Nursery</td>
<td>Rs. 1700</td>
<td>9th &amp; 10th Class Rs. 1000</td>
</tr>
<tr>
<td>Nursery to 5th</td>
<td>Rs. 1300</td>
<td></td>
</tr>
<tr>
<td>6th to 10th</td>
<td>Rs. 1400</td>
<td>11th &amp; 12th Class Rs. 2000</td>
</tr>
<tr>
<td>11th to 12th</td>
<td>Rs. 1900</td>
<td></td>
</tr>
<tr>
<td>O Level</td>
<td>Rs. 2200</td>
<td>O Level Rs. 2000</td>
</tr>
</tbody>
</table>

All fees are subject to revision

**FEE PAYMENT PROCEDURE**

Fee bills prepared on monthly basis are handed over to the students by 5th of every month. These bills can be paid (in full) in the branch of Allied Bank Narowal from 5th to 15th of the same month.

A special counter has been opened in the bank for fee collection which works from 9 to 1:30 PM & 2:30 to 4:30 PM all week days (Expect on Saturdays, when they work in the morning only).

**LATE OR NON-PAYMENT OF FEE**
All fee deposited after the due date (15\textsuperscript{th} of given month) will be charged with a fine of Rs. 10/- per day until 30\textsuperscript{th} of the same month. Any further delay would be liable for fixed amount of Rs. 150/- (One Hundred & fifty rupees) per month along with a warning. A student failing to pay the dues by next month will be struck off strength from the School roll. Incase the student wants to continue his/her studies, he/she will seek readmission as per prevailing school rules and will pay outstanding fee and fine including the admission fee.

**Withdrawal**

One month notice/application by the parents is required prior to the withdrawal of a student from the School.

Fee for the full month in which student is leaving and for the whole summer break if student leaves during the summer vacation, will be charged.

**REFUND OF SECURITY**

The security deposit may be refunded within two months from the date of withdrawal of the students. However, any miscellaneous amount that is outstanding against the student’s name will be deducted.
EXAMINATION

Whole academic year is divided into two terms. In order to gauge the progressive academic attainment and habit development of students towards regular study, the teachers are tasked to carry out monthly test. An “Evaluation Data System” has been devised whereby class and subject wise result data is jotted down by the teacher in a specially designed data book. This data gives improvement/deterioration of a student and his/her standing with rest of the class while depicting about a teacher’s ability to take the whole class with him/her. The schedule of term Exams and Weightage attached is as under.

<table>
<thead>
<tr>
<th></th>
<th>Monthly Test</th>
<th>Month wise</th>
<th>Weightage.....10%</th>
</tr>
</thead>
<tbody>
<tr>
<td>a) Monthly Test</td>
<td>Month wise</td>
<td>Weightage.....10%</td>
<td></td>
</tr>
<tr>
<td>b) First Term Exams</td>
<td>October / November</td>
<td>Weightage.....30%</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Final Exams</td>
<td>March / April</td>
<td>Weightage ......</td>
</tr>
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<tr>
<td>c)</td>
<td>Final Exams</td>
<td>March / April</td>
<td>Weightage ......</td>
</tr>
</tbody>
</table>
GENERAL RULES

Principal of NPS is the sole competent authority to keep or expel the student based upon his/her performance in studies or discipline. He/She, however exercises this authority on the recommendations of concerned teacher and the headmaster/headmistress unless it could be established otherwise that a student conducted his/herself contrary to the school’ “Code of Honour”. In the following cases a student would be considered for relegation to lower class or the dismissal keeping in view the severity of the case.

- Remaining absent frequently i.e for 6 working days or more in a month.
- Or having attendance of less than 75% in an academic year.
- Failing in two or more subjects in the final exams.
- Not observing the school rules or indulging in scuffles or fights too often or subjecting to serious misbehavior.
- Causing damage to school property.
Instigating other students or acting as a kind of ring leader to violate/undermine the school’s policies/rules/orders and discipline.

Keeping or watching indecent stuff in the School.

A perpetual abuser or disrespectful towards staff.

Staying untidy, dirty or in improper uniform persistently.

Possession/use of drugs/intoxications/smoking.
School administration is making sound arrangements, by recruiting suitable staff, providing sports gear, preparing quality play grounds/fields and courts to generate regular sports activity in the students. We look forward participating in the Pakistan level inter-school competitions in the future.

**EXTRA-CURRICULAR ACTIVITIES**

School has exclusive clubs to cater for hobbies and extra curricular activities such as painting, music, dramatics, photography, camping, hiking and gardening etc.

**EDUCATIONAL & EXCURSION TOURS**

School arranges one study trip and one excursion visit for each class in each term.

**COMPUTER LAB**

School is equipped with two modern computer Labs capable of
holding regular computer classes as well as catering for improving computer literacy amongst the students as a hobby.
**VACATIONS & HOLIDAYS**

Vacations and holidays will be observed as under:-

a) Spring (10 days)

b) Summer (60 to 65 days)
   ....... From mid of June to last week of August

c) Winter (10 days)

**ATTENDANCE**

Student’s regularity and attendance is of paramount importance to the school. To ensure the punctuality and attendance of each student a system has been evolved, whereby every teacher takes the attendance before start of each period and submits to the respective Headmaster/Headmistress. The
accumulative attendance record is sent to the concerned parents whose ward falls below the minimum acceptable attendance criteria, by the end of each term.
**MINIMUM ATTENDANCE CRITERION**

- Absent (without leave) for 5 days or more at a stretch.
- Absent (without leave) for 6 days or more in a month.

Students from classes 9 & 10, 11 & 12 whose attendance aggregate falls below 75% in an academic year may not be allowed to appear in the final board Exams and shall stand relegated to the next chance.

**PARENT-TEACHER MEETINGS**

Regular parent-teacher meetings are arranged to discuss the progress of students. The parents are not allowed to visit teachers and their wards in the school. This can be done only with the specific permission of the principal.

**LEAVE PROCEDURE**
Parents are supposed to send a prior application for a leave request of their ward to the principal through the concerned Headmaster/Headmistress. However, for emergencies, illness or one odd day’s commitment, application can be sent on the same day.
UNIFORM

SUMMER

BOYS
Close collar white cotton shirt with school necktie, Grey trousers, black belt, black socks and black shoes.

GIRLS
White cotton shalwar qameez of specified design with grey dupata or stole with white socks and black shoes.

WINTER
(In addition to the summer uniform) – Blue blazer (coat) with school badge.
TRANSPORT

Presently NPS is catering for day scholars from within Narowal City and all nearby towns and villages covering the area of almost 25 to 30 kms. NPS has its transport fleet comprising two Hino Buses and one hiace which covers almost 50% of our total transport requirements. School is working for enhanced transport facility by inducting at least three more Hino Buses in the near future. However, the school transport is plying on the following routes:

1. NPS to Narowal City (Circular Road)
2. NPS to Zafarwal
3. NPS to Mundikhel (Shakargarh Road)
The transport fare charge is collected during the School hours at the office of the Transport Officer through proper receipt. The detail of fare charges route wise is available at the School Transport office.