



## OUR PATH

न हि ज्ञानेन सदृशं पवित्रमिह विद्यते।

इह	-	इस संसार में
ज्ञानेन	-	ज्ञान के
सदृशम्	-	समान
पवित्रम्	-	पवित्र करने वाला
हि	-	निःसन्देह (कुछ भी)
न	-	नहीं
विद्यते	-	है

इस संसार में ज्ञान के समान पवित्र करने वाला  
निःसन्देह (कुछ भी) नहीं है।

*Undoubtedly, there is nothing more  
purifying than knowledge  
in this world*

## GENERAL RULES

1. All letters/applications must be addressed to the Principal and not to any person by name.
2. In case of long leave, an application must be sent to the Head of the school. The discretion to grant leave lies with the Head.
3. Parents are requested not to visit teachers' home for any problem.
4.
  - (a) Only Parents/Guardians are requested to discuss student's performance/problem.
  - (b) To discuss the child's problem, parents can meet the teachers according to the PTM Schedule.
  - (c) Parents are requested to inform the Principal of any change of address or change of telephone number so that they may be contacted quickly in case of an emergency.
  - (d) Parents can come to the Accounts Department from 9.00 a.m. to 12:30 p.m. from 10th to 15th of every month otherwise they should take an appointment for the same.
  - (e) In case the parents want to meet the Principal, they should take prior appointment.
5. The students must be in school well in time for Assembly.
6. The following students may be sent back home :
  - (a) those who come late
  - (b) those without school diaries, school books or exercise books
  - (c) those who are not in proper uniform/proper hair cut
  - (d) those who do not get diaries, remarks etc. signed by their parents
7. Habitual late coming, irregular attendance, unexplained or unjustified absence for more than 5 working days; dishonesty and theft will be severely dealt with.
8. Students are expected to converse **only In English** within the school premises.
9. Parents and guardians are not allowed to visit their wards or teachers in the classrooms without the permission of the Principal. As far as possible, once a child has come to school, he/she should not be asked to come home before the end of the day.

10. The school reserves the right to suspend or to take disciplinary action against a student whose performance is unsatisfactory or whose conduct is consistently undesirable in any way.
11. To see that your ward carries books, exercise books according to the time table for that day. No extra books should be there so as to manage bag weight.
12. Parents are requested to put their mobile phones on silent mode as soon as they enter the school premises.
13. Criticism of teacher of the school in the presence of a child must be scrupulously avoided as it causes students to lose respect for their teacher with consequent failure to learn from her, thus hampering the child's progress.
14. Children will not be allowed to go home during school hours. Parents are requested not to make any social engagement or medical appointments during working hours. To ensure better discipline, parents are requested not to send their children to school on the day they have such appointments.
15. As the medium of instruction in the school is English, students should be helped by a certain amount of regular conversation in English at home.
16. Only the students of the senior classes (VI to XII) can come on bicycles.
17. No monetary collection for any purpose will be made in the school without the prior permission of the Principal.
18. Parents and/or students (individually or collectively) are forbidden to give gifts. Neither parties, nor gift presentations by students or parents on birthdays of students or on any such occasions, is allowed to be given to members of staff. Hand made cards are always welcome.
19. All the students are expected to attend school on the re-opening day after each vacation.
20. Students are required to manifest decent behaviour while interacting with others.
21. Participation in agitation, undesirable activities, unhealthy propaganda or any such activity which is against the interest of student community and the institution, is not permitted.
22. Students are required to behave politely and avoid use of indecent

language or actions injurious to the feelings of fellow students, teachers or others in school. Any such behaviour indicative of hurting other caste or community will attract serious disciplinary action.

23. No student shall indulge in any of the following practices namely :
  - (a) disfiguring or otherwise damaging any School property
  - (b) smoking
  - (c) rowdyism and rude behaviour
  - (d) use of violence in any form
  - (e) use of obscene language and/or causing hurt to the modesty of others
  - (f) Playing truant during classes is a serious offence
  - (g) Spitting in or near the school building.
24. Immediate expulsion and/or even rustication will follow if the continued presence of the defaulting student is damaging to the physical and moral well-being of other students and of the School, or if the violation is punishable seriously at the Board level, such as unfair practice at the examination.
25. Students who break and damage school property will have to pay a fine along with the cost of repairs.
26. Students are responsible to school authorities for their conduct not only in School but also for their general behaviour outside. Any report or observed objectionable conduct outside the School on the part of the pupils will make them liable to disciplinary action. It is expected that through their good behaviour they enhance the prestige of the School.
27. Parents are advised to inform the Principal about any problem they may be facing or may have been facing regarding their children keeping in mind that it is only with sincerity and openness of the parents that the School will be able to help their child to become a well adjusted person and have a strong character with right attitudes. Needless to say that disclosures made will be treated with utmost confidentiality.

28. Students are strictly forbidden to make purchases from unauthorised dealers in or near the School premises.
29. A student involved in any incident even outside the School which brings discredit to the Institution either because of unpleasant nature of inviting criminal or legal action by police or the court, will be dismissed from school without further enquiry.
30. Any student caught driving a vehicle other than a bicycle in school uniform without a driving license will be heavily fined.
31. Any student found travelling at odd hours with fellow students in a motorised vehicle without parents' permission and/or without a proper valid licence will be liable for disciplinary action, if this is brought to the notice of the school authorities.
32. Students should not bring the following to school otherwise they will be heavily fined:
  - (a) Valuables or money not more than Rs. 100/- (only for canteen) to school.
  - (b) Mobile phones, with or without Sim cards
  - (c) Walkmans, I-pods, I-pads
  - (d) Magazines, pictures or books/CD/pendrive other than the prescribed textbooks, except when asked by the teacher
  - (e) Stroller bags, Fancy pencils, pens, erasers and pencil boxes, any fancy stationery item will be confiscated, if brought
  - (f) Crackers, lighter, explosive match boxes, harmful instruments and other dangerous material.
  - (g) Blades, iron scale, cutter & pointed scissors
33. Student found possessing any reading, viewing or other materials of indecent nature are liable to rustication without notice.
34. Name of the student and class should be marked on the personal belongings to facilitate recovery when lost in the School premises.
35. School does not take the responsibility of lost articles.

36. Students must come to School in neat and well ironed School uniform. Those coming in crumpled or stained uniform and dirty shoes are liable to be sent back home.
37. It is the duty of all the students to keep their classrooms and other places in and around the School clean and in order; they should cultivate the habit of using the dustbin.
38. Before leaving the classroom students will pick up waste paper and any unwanted material from the floor and place it in the waste paper basket; will leave desks and chairs in proper arrangement; will switch off lights and fans; will close windows; in general the room will be left in a condition to be used again.
39. Library books are issued to the students once a week on a day fixed for each class. They must be returned at the end of the week and if required may be re-issued.
40. Students are expected to take care of the library books. Writing or marking on a book is strictly forbidden. Damages/Loss of books while in possession of the student will have to be made good by the student in whose name the book has been issued.
41. Books must be returned before the holidays.
42. Failure to return the books on the assigned day will attract a fine of Re. 1.00 per day.
43. Students will not be allowed to leave school before time, but in case of an emergency she/he may be allowed to go home only with her/his parents after showing Authority Card.
44. The students are not allowed to celebrate their birthdays or any other event in school, only classes I-V are allowed to distribute two sweets per student.
- 45. Parents are requested to maintain decorum while dealing with the members of School Management, Principal, Teachers and Staff Members.**
46. Children should carry a pair of socks and a small towel on a Rainy Day.

**STUDENTS ARE STRICTLY WARNED AGAINST:**

- Any form of gambling on school premises or at school events.
- Bullying, fighting or provoking a fight.
- Use of violence, force, coercion, threat or intimidation, or other comparable conduct, or urging others to engage in such conduct.
- Making statements that are threatening, sexist, racist, profane or vulgar, or promote casteism and communalism.
- Using objectionable language, both verbal and non-verbal.
- Theft or attempted theft, or the unauthorized use or possession of school property, or the property of others.
- Using or intending to use any unauthorized assistance in answering quizzes, tests, examinations or copying from another exam paper before or during the exam, or allowing another student to cheat.
- Public Display of affection as it could offend the sensibilities of others.
- Breaking rules contained in the code of conduct to be observed on the bus/school transportation.

We take a serious view of conduct which falls short of required standard. Therefore, violations of the above rules and regulations will result in disciplinary action, which could include suspension and expulsion.

## EXAMINATIONS / ASSESSMENT

1. It is compulsory for the students of classes VI to XII to appear in all the Periodic Tests/ Unit Tests, Half Yearly / Final Examinations and grades will be awarded for classes VI to X. For classes I to V grades will be awarded on the basis of class performance. Assessment for Classes I-V will be done in the form of worksheets/Examinations conversation-interviews, oral questions, projects, experiments, homework and classwork.
2. Students found using unfair means during the examination will be debarred from sitting for the rest of the examination and hence declared failed for the academic session.
3. A student who fails twice in the same class will have to discontinue her/his studies in the school.
4. It is compulsory for all the students to pass Sanskrit/French Examination at the end of Class VIII.
5. If there is a holiday on the day of Periodic Test/Unit Test/Worksheet/ Practical Examination, it will be notified later on.
6. It is compulsory for every student of classes VI to XII to pass in MV/MI/Art/Craft/Dance/ G.K./ Work Education/Sewa and General Studies, otherwise the student will be considered failed.
7. No excuses will be accepted for not appearing in Periodic Test / Half-Yearly Examination and Final Examination.
  - (a) No Student will be allowed to take a test later or earlier than the date fixed for it.
  - (b) If she/he goes home immediately after the test then her/his test will be cancelled.
8.
  - (a) A student of Class VI to X must secure total 33% in all the subjects of scholastic area.
  - (b) A student must secure Grade point 4 in aggregate and D Grade in each subject for class XI in order to get promoted to the next class.
  - (c) Students getting below D grade in any subject in Classes VI to X will appear for improvement test.
  - (d) The Final Report Card of class X will be issued by CBSE.
9. If a report card is misplaced it will be reissued on payment of 50.



10.

Evaluation for Classes VI to VIII will be as under :  
Scholastic Areas

VI to VIII		
Type of Assessment	Marks weightage in Academic Session Term I	Month
Periodic Test (PT)	10	April - August
Note Book (NB)	05	
Subject Enrichment Activity (SEA)	05	
Half Yearly Examination	80	September

Term II		
Periodic Test (PT)	10	Oct. - Feb.
Note Book (NB)	05	
Subject Enrichment Activity (SEA)	05	
Yearly Examination	80	March

**Total Assessment:** Term I = Periodic Test + (NB + SEA) + Half Yearly Examination  
= 10 + (5 + 5) + 80 = 100  
Term II = Periodic Test + (NB + SEA) + Yearly Examination  
= 10 + (5 + 5) + 80 = 100

11.

Evaluation for Classes IX & X will be as under :

IX		
Type of Assessment	Marks weightage in Academic Session	Month
Periodic Test - 1	10	May - July
Half Yearly Exam/ Periodic Test - 2	10	August-September
Periodic Test - 3	10	November-December
Yearly Exam	80	February

$$\begin{aligned} \text{Total Assessment} &= \text{Periodic Test} + \text{Multiple Assessment Activities} \\ &\quad + \text{SEA} + \text{Note Book} \\ &= 5 + 5 + 5 + 5 + 80 = 100 \end{aligned}$$

**NB = Notebook / Registers**  
**SEA = Subject Enrichment Activity**

X		
Type of Assessment	Marks weightage in Academic Session	Month
Periodic Test - 1	10	May - July
Half Yearly Exam / Periodic Test - 2	10	August - September
Periodic Test - 3	10	October - November
Preboard 1	80	December
Preboard 2	80	January & February

$$\begin{aligned} \text{Total Assessment} &= \text{Periodic Test} + \text{Multiple Assessment Activities} \\ &\quad + \text{SEA} + \text{Note Book / portfolio} \\ &= 5 + 5 + 5 + 5 + 80 = 100 \end{aligned}$$

**NB = Note Book / Registers / Portfolio**  
**SEA = Subject Enrichment Activity**

Periodic Assessment includes Pen Paper Test, Note Book /Portfolio / Assessment, Subject Enrichment Activity (SEA) and Multiple Assessment Activity

**Scholastic Areas will be assessed on 8 point grading scale : VI to X**

**Co-Scholastic Areas will be assessed in :**

<b>Marks Range</b>	<b>Grade</b>
91 - 100	A1
81- 90	A2
71 80	B1
61 - 70	B2
51- 60	C1
41 - 50	C2
33 - 40	D
32 and below	E- (Failed)

VI - VIII            3 point scale (A-C)

IX - X                5 point scale (A-E)

**VI-VIII**

\*Work Education

\*Art Education

\*Health & Physical Education

\*Discipline

**IX & X**

\*Health & P. Education

\*Art Education

#### **ATTENDANCE**

1. No student suffering from an infectious or contagious disease is to be sent to school until the quarantine period is complete. This should also be indicated on the Medical Certificate.
2. Students who have been sick should bring a medical certificate from their doctor on joining school.
3. An absentee must on return to school produce an application addressed to the Principal duly explaining the cause of absence; failing to do so she/he will not be allowed to sit in the classroom.
4. No student will be exempted from physical exercise without a doctor's certificate which must be renewed every month.
5. If a student remains absent for more than five working days without any intimation, her/his name will be struck off and re-admission granted only after depositing Rs. 500.
6. Students who are not absent or on leave for one full academic session will be entitled for a special award.
7. A student who arrives late will require to bring an explanatory note from the parent/guardian.
8. Students who are regularly sick and fall short of the required 90% of attendance for classes I to VIII & 75% for classes IX to XII may be asked to leave school on grounds of physical unfitness.

#### **PARENT TEACHER MEETING**

1. Parents/Guardians are not allowed to meet the teachers during class hours. Those wishing to visit School or meet the staff of School must first obtain permission from the Principal.

#### **RULES FOR SELECTION IN SPORTS INTER HOUSE ACTIVITIES**

- Classes VI to XII only first two position holder athletes of each event from each house will participate in the final track & field events. (Boys & Girls event wise separately)
- In Cross Country Best 4 Athletes of 100m , 200m , 400m and 800 meter races of both groups VI-VIII and IX-XII may participate. (Boys & Girls Separately)
- All the selected participants of Track & Field Events & Cross Country will wear the school track pant and respective House T-Shirt.
- No student will be entertained after trials of sports events in any circumstances (except prior permission of concerned games / sports teacher)



## **ADMISSIONS**

1. The Management reserves to itself the right of admission.
2. Before a student can be considered for admission, the Proforma/Form duly filled in and signed by parents must be deposited with the school along with the pre-admission process fee. If neither of the parents is alive or present, the lawful guardian of the child can sign the form.
3. Registration of a student does not guarantee admission. Admission is granted only after the students qualify the interaction and interview, provided seats are also available.
4. Students who join the school are to produce Transfer Certificate, Mark Sheet from the previous school and if ST/SC/OBC then attested photocopy of certificate, attested photocopy of Birth Certificate issued by the Municipality.
5. Special attention must be paid while entering correctly the name and date of the birth of the child. Subsequent changes in the date of birth or name will not be permitted.
6. Before admission and/or shifting residence, parents should ensure that adequate transport arrangements exist for their wards from the place of residence to the school and back. Deviation from the established route or a change in the time schedule will not be permitted. Parents who shift their residence have to officially inform the school about the same so that proper changes are made in the school records. It is mandatory that this procedure should be carried out by parents themselves and not through correspondence or through their ward.
7. The intake point for admission are Pre-Nursery and Class XI. Vacancies in all other classes are very few and in some cases none at all. These are filled as and when they arise.
8. Students are normally registered for admission in the month of January for the next academic year for Class Pre-Nursery and in the month of February for Class XI.
9. The minimum age for admission to Pre-Nursery is 3 years as on 1st April of the year of admission.
10. All the students are allotted admission numbers. This number is to be quoted in all correspondence with the school.
11. Whilst admitting students to class XI, the School will make a serious effort to advise students to take up streams suitable for them in or outside the school with personal counselling, aptitude tests etc. which are compulsory for all the students.
12. The admission, however will be barred to those students who, for serious reasons of breach of discipline, are a threat to the general well being of other students.
13. The decision of the Principal in the allotment of the stream to the students of Class XI is final.
14. If any student fails in Class X after provisional admission in Class XI then admission is cancelled and fee is not refundable.



## SCHOOL TRANSPORT

This section is subject to change in view of the S.C. directive without any notice.

1. The bus facilities are extended as a privilege and cannot be claimed as a right.
  2. The school bus will not wait for late comers.
  3. The school transport facility will be made available only if seating capacity in a given bus exists. There is no automatic bus transport for a student.
  4. This facility may be withdrawn at any time due to unavoidable circumstances.
  5. The students should bring their bus pass daily to school and maintain complete discipline in the bus.
  6. A week's notice in writing before paying the quarterly fee, is required to discontinue the use of school transport. The bus pass issued to students should also be returned along with the withdrawal application.
  7. Duplicate Bus pass will be issued on payment of 50.
  8. Students who avail the school bus service should report to the assigned pick-up point at least **5 minutes** before the stipulated time.
  9. Students will board the buses in an orderly manner, giving due priority to younger students.
  10. Parents transporting children or having some transport arrangement must leave their ward **5 minutes** before school timings in the morning and pick them up after the school ends in the afternoon. No cars or any other transport mode will be permitted to be parked during the school time, in front of the school.
  11. Any request to change the bus route/stop must be submitted to the Principal prior to the change that is to be made. Bus monitors shall be assigned to help maintain discipline.
  12. The following acts are considered serious violations :
    - (a) Disobeying the teacher on bus duty
    - (b) Discourtesy and disobedience to the driver or conductor
    - (c) Changing places frequently when the bus is in motion
    - (d) Discourtesy to other children
    - (e) Pushing and jostling while boarding the bus
    - (f) Trying to distract the bus driver's attention
    - (g) Destroying bus property
    - (h) Shouting with in the bus
- Note:** Payment for damage will be required before the offender is reinstated on the bus.
13. In the event of a student being involved in a disciplinary problem while riding a bus, the Principal, at her/his discretion, may take any disciplinary action, even suspending the offender from the use of bus
  14. The bus service is liable to be withdrawn or changed from any area as and when it is not found to be feasible.
  15. Parents are responsible for ensuring the safe return of students required to stay in School after School hours when transport is not provided by the School.



16. The School is not responsible for any student who boards a wrong bus from School by intent or goes to another student's house without explicit information from the parent, verified by the School authority.
17. All students are required to note and parents are required to educate the students to board their proper bus and in case of doubt the student should stay in school for remedial action.
18. Students must not resort to the use of offensive language, physical abuse, fighting, spitting, placing feet on seats, throwing things on or from bus, or rough play.
19. Students must keep arms, legs and heads inside the bus; they must not allow any part of their body to protrude from the bus.
20. Students will not be permitted to leave the bus except at their regular stop unless written permission to do otherwise is received by the school authorities.
21. The school promises to take utmost care of the safety of the students. It is certified that I shall not hold the school responsible for any damage/ injury/loss of life/or property due to any accident and otherwise failure to pickup or drop their ward.

\_\_\_\_\_  
Father's Signature

\_\_\_\_\_  
Mother's Signature

#### **TOP PLAY GROUND RULES**

1. Keep Your hands and feet to yourself.
2. Include everyone.
3. Walk.
4. Follow game and activity rules.
5. Use playground equipments as directed.
6. Use kind words.
7. Keep the playground clean.
8. Have fun!

#### **SICK BAY**

1. If a student becomes sick at school or requires first aid care he/she should report to the sick bay with a note from the teacher. The school nurse is available during school hours. The school cannot supply medication to students.
2. The school does not hold itself responsible for injuries sustained by students while in school. However, first aid will be rendered immediately. If any further aid not available in the school, is required, it will be arranged elsewhere.
3. If necessary the school will contact parents/guardian to allow an ill or injured student to go home or to be collected from school.
4. In the event of any emergency, the School will arrange such medical attention for the student that may be reasonable and available in the circumstances.
5. In case of students having serious ailment parents are advised to keep the medicines to be given in case of an emergency in school in a container that provides :



- Name of the student with class & section.
- Time and dose to be taken
- The name of the medication should be clearly marked on the container and the prescribing doctor.

### **WITHDRAWAL / DISMISSAL**

1. Those students who leave the school in May must in all cases pay the fee up to the month of June.
2. Transfer Certificate will not be issued until all dues of the school have been cleared & details of student will not be changed after issuing the Transfer Certificate.
3. One Calendar month notice is to be given before the withdrawal of the student or fee for a month will be charged in lieu of the notice.
4. All dues must be cleared and books and other school property items returned before the student is withdrawn and transfer certificate is obtained.
5. Duplicate copies of T.C. may be issued on payment of 50. All T.C. applications will be processed within a maximum period of 3 days.
6. The management reserves to itself the right to dismiss any student.
7. Students who fail in a class for two consecutive years, or are overage by two or more years will not be permitted to continue their studies in the school.
8. The Principal is empowered to affect the withdrawal of a student or to remove the name of the student from the rolls of the school if, in her/his opinion, the progress of the pupil or conduct is unsatisfactory or whose parents/guardians show least interest in the progress of their wards. Immorality, insubordination, contempt of authority or wilful damage to property is always enough reason for immediate dismissal. Prolonged absence which is not adequately justified or explained, may be considered reason enough for dismissal.
9. Students whose academic performance is indifferent or poor in spite of the effort by the school, and/or whenever disciplinary profile is not satisfactory will not be admitted to the Senior Secondary School Section of the school after the Secondary School Examination.

### **SCHOOL FEE**

1. The school fee is to be paid online through Debit card, Credit card, Net Banking or online cheque with voucher.
2. Fee should be paid in time to ensure that students are able to attend regular classes.
3. Students will not be allowed to take the school examination until all dues are paid.
4. Fee is subject to revision at the discretion of the Management.
5. Fee once paid is not refundable.
6. Provision to make payments of the school and transport fees for the whole year in the first quarter also exists. For details please contact the school office.





**UNIFORM  
APPEARANCE AND GROOMING**

Students are requested to report to School always in the prescribed uniform. Parents are requested to go through the details of the uniform as given below. Strict adherence to the following specifications is expected from the pupils.

**SUMMER - APRIL TO OCTOBER**

**FOR BOYS**

1. Half sleeves blue checked shirt (School Pattern)
2. Navy blue shorts (I-V)  
Navy blue Jeans (VI-XII)
3. White socks (knee length)
4. Shoe design approved by School
5. Navy blue patka for Sikh Students

**FOR GIRLS**

1. Half sleeves blue checked shirt (School Pattern)
2. Navy blue divided skirt (Knee length Classes I to XII)
3. White socks (knee length)
4. Shoe design approved by School

**WINTER - NOVEMBER TO MARCH**

**FOR BOYS**

1. Full sleeves blue checked shirt
2. Red Sweater round neck
3. Red Jacket for I to V students
4. Blue Jacket for VI to XII students
5. Navy Blue Jeans (School Pattern) I to XII
6. Shoe design approved by School
7. Navy blue knitted caps

**FOR GIRLS**

1. Full sleeves blue checked shirt
2. Red Sweater round neck
3. Red Jacket for I to V students
4. Blue Jacket for VI to XII students
5. Navy Blue Jeans (School Pattern) I to XII
6. Shoe design approved by School
7. Navy blue knitted caps

**For Boys Only**

1. Trousers must be according to the School pattern.
2. Boys are not to wear coloured vests.
3. No jewellery is allowed.

**For Girls Only**

1. Long hair is to be plaited with white ribbons or white hair bands to be used.
2. No fancy earrings, bangles, finger rings or chains to be worn.
3. Growing of nails and using of nail polish is forbidden.
4. Trousers must be according to the school pattern.  
Hoping for full cooperation from all the parents.

**Mrs Vasundhara Nath**

Chairperson

**Mrs Ritu Marwaha**

Principal

-----  
**Father's Signature**

-----  
**Mother's Signature**

Please adhere to the above signature every time you sign the test /remarks/report card.

### SUBJECT STREAM FOR CLASS XI AND XII

Medical Group : English  
Physics  
Chemistry  
Biology  
Economics/Informatics Practices/Maths/  
Psychology/Physical  
Ed./Banking/Music/Entrepreneurship

Non-Medical Group : English  
Physics  
Chemistry  
Maths  
Economics/Informatics Practices/Music/Banking  
Psychology/Physical Education/Painting/  
Entrepreneurship

Commerce : English  
Accountancy  
Business Studies  
Maths/Applied Maths/Informatics  
Practices/ Physical  
Education/Music/Banking  
Psychology/Economics/Entrepreneurship/  
Painting

Humanities : English  
Economics  
Political Science  
Maths/Applied Maths/Informatics  
Practices/ Physical  
Education/Music/Banking  
Psychology/Economics/Entrepreneurship/  
Painting

**Note : Sixth sub(Music/Painting)optional  
in all streams.**