

Venad Sahodaya Complex
KIDS FEST 2026

Hosted by

SGCS
SREE GURUDEVA
CENTRAL SCHOOL
ENLIGHTENMENT THROUGH EDUCATION

VENAD SAHODAYA COMPLEX
KOLLAM

KIDS' FEST – 2026 MANUAL

Venue: Sree Gurudeva Central School, Kudikkodu Date: 28 November 2026

"It takes a village to raise a child, and it takes a community of caring hearts to make them happy and confident."

Welcome to Hakuna Matata, the Kids' Fest organized by Venad Sahodaya Complex, Kollam. This is a happy platform for children in Pre-KG, LKG, UKG, and Standards I & II to show their talents, build confidence and make friends.

More than a competition, it is a fun festival of joy.

All participating schools are kindly requested to read this manual to help us run the program smoothly. Sahodaya is all about sharing and caring and we truly value your support!
Hakuna Matata—no worries, just pure joy!

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Dr. K. K. Shajahan
President

Mr. Micheal Shino Justus
General Secretary

Mr. Dennis Wales
Working President

Dr. Madhubala K.
Treasurer

HOST SCHOOL: Sree Gurudeva Central School

Mr. P. Sundaran
Chairman

Ms. Lekshmi Sundaran
Manager

Ms. Radhika P
Principal

1. General Instructions

1. Schools affiliated to CBSE which are members of Venad Sahodaya Complex, Kollam, are eligible to take part in the Sahodaya Kids' Fest.
2. The competitions in various items are conducted in the following categories:
    - Category 1 – Pre-KG
    - Category 2 – LKG & UKG
    - Category 3 – Std. I & II
3. The Principal of the venue school will be the Convenor of the programme. The following subcommittees shall be constituted at the venue school for the smooth and effective conduct of the Kids' Fest:
    - Registration
    - Reception
    - Prizes & Certificates
    - Publicity
    - Judges
    - Discipline
4. Sahodaya officials shall appoint judges for the competition.

2. Finance and Fees

The funds for the Kids' Fest shall be raised through three sources:

1. Registration fee from member schools: Rs. 6,000/-
2. Individual participation fee: Rs. 400/-
3. Sponsorship.

Bank details for payment

- Bank: Federal Bank, Polayathode, Kollam – 691 021
- Account No.: 14590100037641
- IFSC Code: FDRL0001459

Only online transactions are allowed.

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After making the payment, the counterfoil with the school name must be sent to the Treasurer, Venad Sahodaya.

The registration fee of Rs. 6,000/- and Rs. 400/- for each student must be calculated while making the payment. One student can participate in only two items, including group items.

3. Registration

Registration will be done online. The Consolidated List of Participants along with their IDs can be collected from the same site.

Once the IDs and consolidated lists are received, they must be verified carefully, and corrections, if any, must be incorporated before finalizing them. No corrections of any kind shall be incorporated at a later date.

4. Rules and Regulations

a. A student can take part in only two items, individual or group.

b. Participants are not allowed to perform any item wearing their school uniform.

c. Participants are instructed to report one hour prior to the stipulated time with their chest numbers.

d. A grace period of 10 seconds will be given for each stage item.

e. A meeting for the Team Managers of schools participating in Sahodaya Kids' Fest will be held by the venue school.

f. If a programme exceeds the time limit, the performance within the limit only will be judged. The participant/s shall not be disqualified for exceeding the time limit.

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5. General Instructions Regarding Competitions

a. The programme schedule is not subject to change except by the concerned authority.

b. Only team managers and escorting teachers are allowed to escort contestants to their respective stages.

c. Excuses and personal demands for extension of any event or time from anybody will not be entertained.

d. The opportunity of a contestant will be nullified if he/she fails to report to the stage on time.

e. There will not be any appeal facility in Kids' Fest. The decision taken by the judges will be final.

f. Team managers should ensure that all certificates, including participation certificates, are collected from the counter on the same day.

g. The responsibility for particulars like CD, DVD, pen drive, etc., rests solely with the team managers of each school.

h. Participants are not allowed to reveal their identity during the competition. Participants should not wear their school uniform or school ID cards.

i. Participants should collect the chest number from the stage manager and wear it while participating in any event. Once the chest number is given, the stage manager must not allow the student to move out of their control. Once the programme is over, the stage manager shall collect the participant's chest number. The admit card must be verified before issuing the chest number.

j. For drawing competitions, participants shall bring pens, pencils, colours, etc. Only paper shall be provided at the venue. The subject/topic shall be decided by the judges.

k. Group items can be registered with two standby participants to substitute for performers in case of an emergency. However, substitution while performing on stage will not be allowed.

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l. Certificates and prizes will be given only to students who perform on stage. Students registered as standby need not pay any entry fee.

m. The qualifications and credentials of the judges shall be announced on stage before the commencement of each item.

n. Once a competition is over, the stage managers shall do the tabulation work.

o. The sahodaya officials shall appoint qualified and competent judges to judge the items. There shall be two judges for each item.

p. The Identity Card issued by Sahodaya is compulsory for all participants.

q. **Team managers should collect lots from the stage for group items only when the team is ready. Lots will be given only when the team managers report to the stage with their teams.**

r. **Trainers of the programmes are not allowed to enter the stage or appear in front of the stage. If found doing so, the team concerned shall be disqualified.**

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6. List of Events – Venad Sahodaya Kids' Fest 2026

Category I – Pre-KG

Sl. No.	Item	Time	No. of Participants from a School
1	Baby King	2 min	1 Participant
2	Baby Queen	2 min	1 Participant
3	Colouring	1 hour	2 Participants

Category II – Lower and Upper Kindergarten (LKG & UKG)

Sl. No.	Item	Time	No. of Participants from a School
1	Group Action Song – Malayalam	3 min	1 Team - 7 participants & 2 Extra Participants (Standby)
2	Group Action Song – English	3 min	1 Team - 7 participants & 2 Extra Participants (Standby)
3	Story Telling – Malayalam	3 min	1 Participant
4	Story Telling – English	3 min	1 Participant
5	Action Song – Malayalam	3 min	1 Participant
6	Action Song – English	3 min	1 Participant

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7	Fancy Dress (Theme - Wonders of the Garden)	1 min	1 Participant
8	Memory Retention	-	5 Participants
9	Folk Dance (Solo)	5 min	1 Participant
10	Baby King	2 min	1 Participant
11	Baby Queen	2 min	1 Participant
12	Group Dance	7–10 min	1 Team - 7 participants & 2 Extra Participants (Standby)
13	Pencil Drawing	1 hour	5 Participants
14	Painting Crayon	1 hour	5 Participants

Category III – Std. I & II

Sl. No.	Item	Time	No. of Participants from a School
1	Recitation – Malayalam	3 min	1 Participant
2	Recitation – English	3 min	1 Participant
3	Story Telling – Malayalam	3 min	1 Participant
4	Story Telling – English	3 min	1 Participant

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5	Fancy Dress (Theme - Great Inventors)	1 min	1 Participant
6	Memory Retention	-	5 Participants
7	Folk Dance (Solo)	5 min	1 Participant
8	Light Music	3 min	1 Participant
9	Elocution – Malayalam (Topic - സമയമാണ് സമ്പത്ത്)	3 min	1 Participant
10	Elocution – English (Topic - The Magic Words - Please, Sorry and Thank You)	3 min	1 Participant
11	Group Dance	7–10 min	1 Team - 7 participants & 2 Extra Participants (Standby)
12	Group Song	5 min	1 Team - 7 participants & 2 Extra Participants (Standby)
13	Patriotic Song	5 min	1 Team - 7 participants & 2 Extra Participants (Standby)

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14	Pencil Drawing	1 hour	5 Participants
15	Painting Crayon	1 hour	5 Participants

7. Instructions and Judgement Criteria

Marks for each criterion are indicated in brackets.

1. Action Song
Judgement Criteria:

- Right pronunciation (25)
- Clarity (25)
- Expression (25)
- Appropriate actions (25)

2. Story Telling – English & Malayalam
Judgement Criteria:

- Right pronunciation (25)
- Expression (25)
- Voice modulation (25)
- Fluency (25)

3. Fancy Dress
Judgement Criteria:

- Dress relevant to the character (25)
- Presentation (25)
- Expression (25)
- Makeup (25)

Instructions:

- **Background music is not allowed.**
- **No Backdrops should be used.**
- The participant should not be covered completely.
- Movement is compulsory.
- A microphone shall be allowed only for the participant.

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4. Elocution – English & Malayalam

Judgement Criteria:

- Ability to speak without fear (25)
- Pronunciation (25)
- Language skill (25)
- Clarity of content (25)

5. Memory Retention

Rules and Procedures

Round 1

1. All students shall be seated together in a classroom.
2. Twenty pictures will be displayed on a screen.
3. The students will be given **two minutes** to observe the pictures.
4. The students shall tick the items they have seen on the screen on the paper provided within **60 seconds**.
5. The **top 20 students** who identify the maximum number of items correctly within the stipulated time shall qualify for Round 2.

Round 2

1. Students who qualify for Round 2 shall be seated together in a classroom.
2. Twenty pictures will be displayed on a screen.
3. The students will be given **one minute** to observe the pictures.
4. The students shall tick the items they have seen on the screen on the paper provided within **30 seconds**.
5. The **top 10 students** who identify the maximum number of items correctly within the stipulated time shall qualify for the next round.

Round 3 – Final Ranking

- The student who correctly recollects the highest number of items shall secure first position.
- If two or more students recollect the same number of items, the student who completes the task in the shortest time shall be awarded the higher position.
- If the tie still remains, a final tie-breaker shall be conducted.

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6. Recitation – Malayalam/English

Judgement Criteria:

- Right pronunciation (25)
- Spontaneity (25)
- Presentation (25)
- Expression (25)

Instructions:

- Only poetry pieces will be allowed.
- The participant can introduce the poem and poet in one or two sentences.

7. Light Music

Judgement Criteria:

- Shareeram (20)
- Sruthilayam (20)
- Njana Bhavam (20)
- Shabda Shudi (20)
- Thalam (20)

Instruction:

- The use of film songs, album songs or devotional songs shall not be permitted.

8. Folk Dance (Nadodi Nritham)

Judgement Criteria:

- Akara Sushama (20)
- Bhava Prakadanam (20)
- Thalam (20)
- Mudra (20)
- Chlana Bhangi & Costume (20)

Instructions: The originality of the art (Nadodi Thanima) is to be preserved.

9. Baby King & Baby Queen

Judgement Criteria:

- Presentation (25)
- Communication (25)
- Makeup (25)
- Costume (25)

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Instructions:

- Face-covering masks are not allowed.
- **Soundtracks should not be used.**
- Static postures are not allowed.
- A microphone shall be allowed only for the participant.

10. Group Song

Judgement Criteria:

- Njana Bhavam – Group Singing (20)
- Sruthilayam (20)
- Shabda Shudi (20)
- Thalam (20)
- Shareeram (20)

Instructions:

- Only Malayalam songs shall be allowed.
- No musical instruments shall be allowed except the Sruthi Box.

11. Group Dance

Judgement Criteria:

- Harmony between performers (20)
- Clarity, expressions and theme (20)
- Movement (20)
- Rhythm (20)
- Presentation (20)

Instructions:

- Only music recorded on a pen drive shall be used for Group Dance.
- The pen drive shall be handed over to the stage manager 10 minutes before the performance.
- If the file is not supported, the committee is not liable.
- No school name should appear on the pen drive.
- Files should be labelled with the category and item code.

12. Group Action Song – English & Malayalam

Judgement Criteria:

- Right pronunciation (20)
- Clarity (20)

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- Expression (20)
- Appropriate actions (20)
- Harmony in group singing and action (20)

13. Pencil Drawing

Judgement Criteria:

- Relation with topic (20)
- Composition (20)
- Practical ability (20)
- Speciality of lines (20)
- Completion (20)

Instructions:

- The paper or canvas required shall be provided to the participants.
- The theme or topic shall be given by the judges at the venue.

14. Painting Crayon

Judgement Criteria:

- Abiding with theme (20)
- Colour composition (20)
- Creativity & originality (20)
- Colour scheme (20)
- Neatness (20)

Instructions:

- The paper or canvas required shall be provided to the participants.
- The theme or topic shall be given by the judges at the venue.
- Participants shall bring materials such as pencils, colours, etc.
- The size of the paper provided will be A3.

15. Patriotic Song

Judgement Criteria:

- Njana Bhavam – Group Singing (20)
- Sruthilayam (20)
- Shabda Shudi (20)
- Thalam (20)
- Shareeram (20)

Instructions:

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- Malayalam, Hindi or English songs shall be allowed.
- The song should relate to the theme of national integration.
- No musical instruments or Sruthi Box shall be allowed.

16. Colouring

Judgement Criteria:

- Creativity (25)
- Colour combination (25)
- Neatness (25)
- Overall presentation (25)

Instructions:

- The paper or canvas required shall be provided to the participants.
- Participants shall bring materials such as pencils, colours, etc.

8. Awards and Trophies

1. Participants who secure first, second and third positions shall be awarded merit certificates.
2. Participation trophies & certificates shall be given to all participants.
3. Schools securing first, second and third positions in total points shall be awarded Overall Champion, Runner-Up and Third Place trophies, respectively.
4. Schools securing first position in every category shall be awarded trophies.
5. Individual trophies are instituted for first, second and third positions in every category for every item.

Fixing of Grade

Grade A	70% and above	5 Points
Grade B	60% - 69%	3 Points
Grade C	50% - 59%	1 Point

No grade/points for 49% and below

CALCULATION OF POINTS FOR INDIVIDUAL ITEMS

Grade	A			B			C		
	Grade	Place	Total	Grade	Place	Total	Grade	Place	Total
1st Place	5	5	10	3	5	8	1	5	6

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2nd Place	5	3	8	3	3	6	1	3	4
3rd Place	5	1	6	3	1	4	1	1	2

CALCULATION OF POINTS FOR GROUP ITEMS

Grade	A			B			C		
	Grade	Place	Total	Grade	Place	Total	Grade	Place	Total
1st Place	10	10	20	6	10	16	2	10	12
2nd Place	10	6	16	6	6	12	2	6	8
3rd Place	10	2	12	6	2	8	2	2	4

9. Programme Coordination Rules

1. Venad Sahodaya Complex, Kollam, shall be the only official body to decide upon all matters regarding the Kids' Fest.
2. The venue school shall abide by the rules and regulations of VSC, Kollam.
3. The registration fee will be channelled through the Venad Sahodaya account. The expenditure of judges shall be met from this amount.
4. Banners, posters, arches and other hoardings for publicity shall prominently bear the name of Venad Sahodaya Complex, Kollam.
5. All stages shall display banners bearing the name of Venad Sahodaya Complex, Kollam.
6. An office room shall be provided for the officials at the venue school(s). They shall be permitted to use the facilities available in the school with the permission of the concerned authorities.
7. Food and accommodation for VSC officials, Convenors, Joint Convenors and judges shall be arranged by the venue school(s).
8. As the programme involves kindergarten and primary-class children, efforts must be made to complete all category programmes on the same day.
9. Care must be taken to complete all programmes before 4:00 p.m. on the same day.
10. The President of VSC shall preside over all meetings. The details of the programme regarding the Kids' Fest shall be fixed in consultation with VSC officials.
11. The office bearers of VSC shall be accorded prominence in the functions.

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12. A separate file shall be maintained for all paperwork regarding the Kids' Fest. On completion of the event, it shall be submitted to the General Convener along with photographs/CDs of the function.
13. Proper communication shall be maintained with VSC officials regarding the progress and proceedings before, during and after the Kids' Fest.
14. The Kids' Fest is a prestigious programme involving all CBSE schools in Kollam District. Every effort shall be made to make it grand, colourful and successful.
15. VSC shall extend all possible help, support and guidance to ensure that the venue school receives publicity, popularity and recognition for hosting this mega event.

Note: Kids' Fest is envisaged as a festival; therefore, no appeal shall be entertained.

10. Information to the Judges

- Every judge shall sign a declaration in the prescribed pro forma (Annexure A) confirming that none of his/her pupils, learners or relatives is participating in the particular item.
- A separate room shall be arranged for judges when they are not involved in judging.
- Before going to the judging seat, every judge shall deposit his/her mobile phone with the Judges-in-Charge and obtain a slip against it.
- In no case shall there be any public contact. Even talking to people on the premises is to be avoided.
- Judging of an item in a particular category shall take place continuously, including all clusters.
- There is no separate lunch break. When a particular category competition is over, the judges shall be escorted to the mess hall for lunch by the Judges-in-Charge. If the item continues for a long time, refreshments shall be served at the judging seat and consumed when a particular cluster in a category is completed.
- There will be three lights on the stage:
    - Green: Start of the item.
    - Yellow: One minute remaining.
    - Red: Time limit is over.

A grace period of 10 seconds is provided for every stage item. If a participant exceeds this time limit, he/she is not eligible for any prize. Where a light indicator is not provided, a bell system will be followed.

- If a technical fault occurs before half the allotted time of an item, the event shall be restarted. If it happens after half the allotted time, the item may be performed again at the end of that particular cluster.

- Before judging starts, the Stage Manager will announce the profile of the judges at each stage. Therefore, the profiles of the judges must be submitted early enough to make the necessary arrangements.

11. General Rules Governing Venad Kids' Fest 2026

1. Only students from schools having membership in Venad Sahodaya Complex shall participate in Venad Kids' Fest 2026. The list of participants must be registered by the respective member schools.
2. One student shall participate in a maximum of two items.
3. For all group items, seven participants and two additional standby participants may be registered.
4. A student from a lower category cannot compete in a higher category, and vice versa.
5. A passport-size photograph of the participant is mandatory for registration.
6. Schools can register online.
7. Even if there is only one entry for an item, the competition shall be conducted and grades, prizes and points will be awarded according to the prescribed criteria: A Grade for first place, B Grade for second place and C Grade for third place.
8. All judges will be arranged by a core committee selected by the Sahodaya Executive.
9. For Elocution, topics will be given two weeks in advance.
10. The chest number issued by the organizing school of the Venad Fest is compulsory for participation in any event.
11. The Principal of the organizing school, who is the coordinator, must ensure that participants are provided with chest numbers.
12. The last date for online registration for Venad Kids' Fest 2025 will be 20 November 2026.
13. No students will be allowed to participate without registration within the prescribed time.
14. All decisions pertaining to the conduct of Venad Sahodaya shall be taken by the Core Committee.
15. Each school coordinator will form a committee with teachers for the smooth and effective conduct of Venad Kids' Fest 2026.

12. Procedure to Be Followed for Participating in an Event

Event-wise finalized SOPs are published. In case of any conflict, the final SOPs published by Sahodaya should be followed.

I. Participants should report to the venue at least 30 minutes before the commencement of the competition. If a participant fails to report on time, he/she may be disqualified without further enquiry.

II. Participants should perform when their chest number is called out.

III. After the performance, participants can either wait to watch the performances of others.

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Annexure A – Declaration by Judges

VENAD SAHODAYA COMPLEX, KOLLAM

KIDS' FEST

Declaration

(To be executed by the judges)

I, _____, hereby declare that none of my wards, pupils/learners or relatives is taking part in the item for which I am appointed as a judge/appeal committee member in the Kids' Fest 2026.

I shall be responsible if anything occurs contrary to this declaration.

Signature: _____

Name: _____

Place: _____

Date: _____

Pro Forma of Judges

Name: _____

Qualification: _____

Trained in items: _____

Experience: _____

Meritorious achievements: _____

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