EXAMINATION IN-CHARGE

<table>
<thead>
<tr>
<th>Class</th>
<th>Name</th>
<th>Assisted by</th>
</tr>
</thead>
<tbody>
<tr>
<td>KG-5</td>
<td>Ms Parul</td>
<td></td>
</tr>
<tr>
<td>6-10</td>
<td>Ms Suparna</td>
<td>Mr Jitender</td>
</tr>
<tr>
<td>11-12</td>
<td>Mr Jindal</td>
<td>Ms Mamta Jindal</td>
</tr>
</tbody>
</table>

EXAMINATION

• Attendance for Unit Test and term exams is mandatory.

EXAMS FOR SESSION 2014-2015:

Class KG – Class V:
• Three Unit Tests
  • No retest will be taken if the student misses one unit test.
  • Best of two out of three cycles will be added.
  • In case the student is unwell, no short leave will be provided. Do not send him for the exam.
  • No Half day will be permitted on the day of the examination.

Class VI –VIII:
• Two unit tests, half yearly and annuals.
  • If the student misses one cycle test, retest will be taken during annuals.
  • If two tests are missed for the same subject, retest for one test will be taken in annuals and zero will be awarded in second test. The retest would be conducted only on the submission of a medical certificate within a month, signed duly by a recognized medical practitioner.
  • If the student is representing the school for the competition and misses the test, retest for the first will be taken and average for the second will be put.
  • No retest for half yearly exams and annual exams. Half yearly retest for the out present (those representing the school) students will be taken after the school hours.
**Class IX, X:**

- Four formative assessments, and Two Summative Assessments
- Each formative assessment will consist of four sub tasks & final marks will be average of four sub tasks.
- Four formative assessments, and Two Summative Assessments.
- No Retest Will Be Taken.
- Formative Assessments would include: up keep of the class work and home note books on regular basis, projects, oral tests, objective type assessments, practical, quizzes, viva invoice or any kind of research work.
- Four formative assessments would carry 40% of the total evaluation.
- No second chance shall be given for the formative and summative assessment.
- Decision of the in-charges will be final.

**Class XI, XII:**

- Mid Term, Half Yearly and Annual Exam for class XI
- Mid Term, Half Yearly, Pre Board I & II and Annual Exam for class XII.
  - Absentees will be awarded zero and there will be no retest for the students of XI and XII.
  - Only in the case where student is participating in any event from school side then retest will be given.
  - For summer break teachers will give important questions to students from all covered topics and ask them to solve.

**Important—** If a student is found using unfair means in the exams, zero will be awarded to him/her the first time and will be debarred from any recognition from the school authorities for that academic year. If he/she repeats the same, the student will be asked to leave the school.
General Instructions

- Students are required to write their name, section and roll number on the question paper. Nothing else should be written on the question paper.
- All questions are compulsory.
- Attempt all questions in each section before going on to the next section.
- All answers must be correctly numbered as in the question paper in the answer sheet provide to you.
- Marks of all questions are mentioned alongside.
- Number of supplementary sheets taken should be mentioned in the main sheet.
- Maps and graphs should be tied in between the answer sheets.

Marks Distribution

<table>
<thead>
<tr>
<th>Class</th>
<th>No. Of TEST / Exams</th>
<th>% DISTRIBUTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Class II - V</td>
<td>1) Orals will be graded</td>
<td>Oral/Project will be graded</td>
</tr>
<tr>
<td></td>
<td>2) 3 cycles</td>
<td>Best of two out of 3 cycles</td>
</tr>
<tr>
<td></td>
<td></td>
<td>50% EACH</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total: 100</td>
</tr>
<tr>
<td>Class VI-VIII</td>
<td>1) 2 Unit Test Cycle</td>
<td>1) 10% of each unit cycle</td>
</tr>
<tr>
<td></td>
<td>2) Half yearly Exams</td>
<td>2) 30% of Half yearly unit</td>
</tr>
<tr>
<td></td>
<td>3) Annual Exams</td>
<td>3) 50% of annual exam</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total: 100</td>
</tr>
<tr>
<td>Class IX, X</td>
<td>1) Four formative Assessments</td>
<td>1) 10% of each F.A.</td>
</tr>
<tr>
<td></td>
<td>2) Summative assessment I</td>
<td>2) 30% of S.A. I</td>
</tr>
<tr>
<td></td>
<td>3) Summative assessment II</td>
<td>3) 30% of S.A. II</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total: 100</td>
</tr>
<tr>
<td>Class XI</td>
<td>1) Mid Term Exams</td>
<td>1) 20%</td>
</tr>
<tr>
<td></td>
<td>2) Half Yearly Exams</td>
<td>2) 30%</td>
</tr>
<tr>
<td></td>
<td>3) Annual Exams</td>
<td>3) 50%</td>
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</tbody>
</table>
EVALUATION AND PROMOTION

Class Nursery – V: Assessment is done on the basis of tests and attendance.

Class VI – X: The assessment for class VI – X will be done on the basis of the marks scored in unit tests/ formative assessment, half yearly examination /summative assessment I and annuals/summative assessment II.

PROMOTION POLICY

- **NURSERY TO CLASS 5**: No student will be detained. However the parents will be guided, if necessary, to give their consent so that their ward may repeat the class to have better academic base.

PROMOTION CRITERIA (CLASS VI-VIII)

- Pass percentage: 33% for each Subject. Any child getting less than required percentage will not be promoted.

ATTENDANCE RULE

- The students must have minimum 75% attendance, failing which he/she may not be allowed to sit in the final examination and promotion may not be granted.

PERFORMING ARTS

All students from II – X have to compulsory take the exams conducted by Prachin Kala Kendra.

III - X Performing Art : Note: Class III – X - Examination for Performing Arts will be taken according to dates fixed by Prachin Kala Kendra in the month of August to October. Exam will be theory as well as practical. Dates will be intimated later on. There will not be any exam in UT/Cycle Test / FA.
PROMOTION CRITERIA FOR CLASSES IX, X

- As per CBSE Guidelines.

IT IS MANDATORY FOR APPEARING IN SUMMATIVE ASSESSMENT AND THE PERCENTAGE OF MARKS REQUIRED TO QUALIFY THE ASSESSMENTS w.e.f. the academic session 2013-2014 in class IX and 2014-2015 in Class X. The modalities are as under.

i) It would be mandatory for a student to appear in both the Summative Assessments in both Classes IX & X:

ii) In case of non appearance in Summative Assessments on grounds of illness, one more chance to appear in SA 1 may be given up to 31st October in Class IX. For SA 2 in Class IX the chance for improvement of performance be allowed as circulated vide Diary No. CE/CBSE/ACAD/CCE/2010/April 03. 2010 Circular No. 11(A) within a period of one month from the date of declaration of the result.

iii) In case of non-appearance in Summative Assessments on grounds of illness, one more chance to appear in SA 1 may be given up to 31st October in Class X. SA 2 of Class X be held only as per the schedule given by the school/date sheet published by the Board in the month of March. EIOP for SA 2 in Class X be conducted as per Rule 42 (i) (b) of the Examination Byelaws i.e. By the Board in July/by the schools by July:

iv) Student would have to obtain at least 25% marks in the Summative Assessments (both the SA 1 and SA 2 taken together) to be eligible to qualify the examination i.e. At least 15 marks out of 60 marks and total 33% in each to the five subjects of scholastic area, as per the present practice:

v) In respect students participating in sports at national/international level, exemption from appearing in any one of the Summative Assessments may be granted subject to prior approval of the Board provided the student will be participating in sports at national or international level of organized by recognized federations/CBSE/SGFI and being held during the month of the conduct of the Summative Assessments. In such case, the marks obtained in one SA shall also be indicated for the 2nd SA by the Board. The school shall fill in the relevant field with ZERO (0) marks. In the hard copy remark be given against such student
supported with necessary document. As regards attendance requirement, school may take action as per rule 14 of the Examination Byelaws. However, efforts be made by the school to give them one more chance to appear in the SA 1 up to 31st October in class IX/X and for SA 2 upto 31st March in Class IX.

EVALUATION AND PROMOTION OF CLASS XI

The assessment for class XI will be done on the basis of the marks scored in Mid-Term, Half yearly and Annuals Examinations.

PROMOTION POLICY

PROMOTION CRITERIA (XI)

• Pass percentage: 33% in Theory & Practical Exams for each subject separately. Any child getting less than required percentage will not be promoted. However one more chance in the form of retest will be given to the child if he/she is scoring less than 33% but more than 20% marks in two subjects. But if child is unable to improve, then he/she will not be promoted.

ATTENDANCE RULE

• The students must have minimum 75% attendance, failing which he/she may not be allowed to sit in the final examination and promotion may not be granted.

WEIGHTAGE FOR THE OVERALL RESULT AT THE SESSION END

ROLLING TROPHY

• Paterna Saiffudin award for best scholastic achievement will be provided.
• Master Shakina award for best student in sports.
• Harsh Wardhan Award for best student in co-curricular activities

SCHOLASTIC & PROFICIENCY AWARDS VI - VIII

• Scholar Badge is awarded to students of class VI onwards provided they have secured a minimum of 85% in the aggregate and 80% and above in all subjects.
• They have minimum 85% attendance in the class.
• They have taken all terminal examinations conducted by the school and not absented themselves for the weekly test.
• Should have ‘A’ grade in scholastic graded subjects.
• Minimum ‘B’ grade in all non scholastic subjects (PA, Sports and clubs)
• Scholar Blazer is awarded to students who are scholar badge holders for 3 consecutive years.
• Awards are given to students holding first, second and third rank in class amongst all sections.
• Students scoring highest marks in a subject in the class including all sections (above 75%).
• 100% attendance badge is given to all students with full attendance for academic session. (However, care should be taken that the child does not attend school when he/she is unwell purely to maintain his/her 100% attendance record.)
• Students are also rewarded for exceptional performance in: Dance, vocal music, instrumental music, art and sports according to awards & participation in various competitions.

SCHOLASTIC & PROFICIENCY AWARDS IX & X

• For classes IX - X scholar badge will be awarded to the students who get A grades in all scholastic and co scholastic areas.
• They have minimum 85% attendance in the class.
• They have taken all formative and summative assessments conducted.
• Scholar Blazer is awarded to students who are scholar badge holders for 3 consecutive years.
• 100% attendance badge is given to all students with full attendance for academic session. (However, care should be taken that the child
does not attend school when he / she is unwell purely to maintain his / her 100% attendance record.

- Students are also rewarded for exceptional performance in: Dance, vocal music, instrumental music, art and sports as per participation, award won various competitions.
**Scholastic Awards XI**

- Scholar badge is awarded to students provided they have secured minimum 85% marks in their subjects and not less than 80% marks in rest of the subjects.
- Have taken all exams Midterm, Half Yearly & Annual.
- Have minimum 85% attendance.

**READING ROCKET AWARD**

- Rocket reading award will be given to the students at the end of the year depending upon the numbers of books they read in one year.
- The books can be issued from the library.
- The books should be apart from your syllabus course.
- The child should report to the Librarian/CT after reading one book.
- For reading any other book except those issued from the library, the librarian/CT should be informed.
- The target should be achieved a fortnight before the last working day of the session.
- Only one book will be assessed at a time by the librarian in their library periods.
- Record of the books read should be maintained by the child duly signed by the librarian.
- Only the books prescribed by the librarian will be considered the award.
THE MINIMUM NUMBERS OF BOOKS TO BE READ FOR AWARDS ARE MENTIONED BELOW:

<table>
<thead>
<tr>
<th>Class</th>
<th>Level I</th>
<th>Level II</th>
<th>Level III</th>
</tr>
</thead>
<tbody>
<tr>
<td>Class I</td>
<td>10 Stories</td>
<td>15 Stories</td>
<td>25 Stories</td>
</tr>
<tr>
<td>Class II</td>
<td>15 Stories</td>
<td>20 Stories</td>
<td>25 Stories</td>
</tr>
<tr>
<td>Class III</td>
<td>15 Stories</td>
<td>20 Stories</td>
<td>30 Stories</td>
</tr>
<tr>
<td>IV &amp; V</td>
<td>20 Books</td>
<td>30 Books</td>
<td>40 Books</td>
</tr>
<tr>
<td>VI onwards</td>
<td>10 Books</td>
<td>20 Books</td>
<td>35 Books</td>
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