

EXAMINATIONS /ASSESSMENTS

Scholastic Area Assessment

Subjects	TERM-1 (100 Marks) (1 st Half of session)		TERM-2 (100 Marks) (2 nd Half of session)	
	20 marks Periodic Assessment + 80 marks for Half Yearly Exam		20 marks Periodic Assessment + 80 marks for Half Yearly Exam	
Language-1	PA 20 marks	Half Yearly Exam • Written exam for 80 marks with syllabus covered till announcement of half yearly exam dates by school	PA 20 marks	Yearly Exam Written exam for 80 marks with syllabus covered as below : Class I - IV 10% of 1st term covering significant topics + entire syllabus of 2nd term Class VII : 20% of 1st term covering significant topics + entire syllabus of 2nd term Class VIII : 30% of 1st term covering significant topics + entire syllabus of 2nd term
Language-2	• Periodic Test 10 marks with syllabus covered till announcement of test dates by school		• Periodic Test 10 marks with syllabus covered till announcement of test dates by school	
Language-3				
Mathematics	• Note Book submission 5 marks at term end		• Note Book submission 5 marks at term end	
Science				
Social Science	• Note Book submission 5 marks at term end		• Subject Enrichment 5 marks at term end	
Any other Subject	• Subject Enrichment 5 marks at term end			

4.2 Subject Enrichment Activities : These are subject-specific activities aimed at enhancing the understanding and skills of the students. These activities are to be carried out throughout the term, however, they should be evaluated at the term-end.

4.3 Languages: Aimed at equipping the learners to develop effective listening and speaking skills. The language teachers may devise their own methods and parameters for assessment of the languages.

4.4 Mathematics : Activities Suggested in NCERT Text Book and Maths Lab Manual.

4.5 Science : Practical work and activities in Science may be undertaken as suggested by the NCERT Syllabus and Text Books.

4.6 Social Science : Map or the project work may be undertaken as suggested by the NCERT Syllabus and Text Book.

Grading Scale for Scholastic Areas (Classes VI-VIII) (School will award grades as per the following grading scale)		Grading Scale for Scholastic Areas (Classes-IX) (School will award grades as per the following grading scale)	
MARKS RANGE	GRADE	MARKS RAN	GEGRADE
91 — 100	A1	91 — 100	A1
81 — 90	A2	81 — 90	A2
71 — 80	B1	71 — 80	B1
61 — 70	B2	61 — 70	B2
51 — 60	C1	51 — 60	C1
41 — 50	C2	41 — 50	C2
33 — 40	D	33 — 40	D
32 & Below (Needs improvement)	E	32 & Below	E (Failed)

5. Co-Scholastic Activities (Classes VI-VIII): For the holistic development of the student, co-curricular activities in the following areas be carried out in CBSE affiliated schools by the teachers and will be graded term-wise on a 3-point grading scale (A=Outstanding, B=Very Good and C=Fair). The aspect of regularity, sincere participation, output and teamwork be the generic criteria for grading in the following co-scholastic activities:

Restoring of Class x Board examination

1. Scholastic Area Assessment:

Total 100 Marks (Syllabus for assessment will be only Class-X)					
Subject	Secure 33% marks out of 80 marks in each subject	Secure 33% marks out of overall 20			
		Periodic Test (5 Marks)	Multiple Assessment (5 Marks)	Portfolio (5 Marks)	Subject Enrichment Activity (5 Marks)
		(i)	(ii)	(iii)	(iv)
Language 1	Board will conduct Class-X Examination for 80 marks in each subject covering 100% syllabus of the subject of class-X only Marks and Grades both will be awarded for individual subjects. 9-points grading will be same as followed by the Board in Class XII	Periodic written Test restricted to three in each subject in an Academic Year Average of the best two tests to be taken for final marks submission	Strategies to be used (Quizzes, Oratest, Concept of Map, exit cards, visual expression etc)	(Class work plus peer assessment, self-assessment, achievements of student is the subject, reflections, narrutions, journals, etc)	Speaking and listening skills
Language 2					Speaking and listening skills
Science					Practical Lab work
Mathematics					Maths Lab Practical
Social Science					Map Work and Project Work

(i) Periodic Test (10 Marks): There will be three periodic written tests in an year.

(ii) Multiple Assessment (5 Marks)
Quizzes, Oraltest, Concept of Map,
exit cards, visualexpression etc)

(iii) Portfolio (5 Marks)
Class work plus
peer assessment, self-assessment, achievements of
student is the subject, reflections, narrations,
journals, etc)

(iv) Subject Enrichment Activities (5 marks)

Internal Assessment by subject teacher

For Languages: Effective speaking and listening
skill

For Mathamatics: Maths Lab work.

For Science: Lab Activities

For Social Science: Map work and Project work

2. Co-Scholastic Activities: For holistic
development

IDENTITY CARD

Laminated identity card is issued to each student. It is compulsory that all students should wear the card on the shirt on all days.

THE SCHOOL HOUSE SYSTEM

The pupils are equally divided into four houses. The **Supphire, Fopaz, Diamond, Emarald, Ruby** Each house shall be guided and managed by their respective house leaders and teachers who are nominated by Principal. The house leaders will select students for the various competitions in consultation with student leaders. The houses will be competing among themselves from the very day of reopening to score points in the following items, Proficiency, tidiness, gardening, discipline, manners and etiquette, sports & games, fine arts and social work. The best house will be given an ever rolling trophy on the Anniversary Day.

ENDOWMENTS

1. Master Jijo Yohannan Memorial Endowment for the best Student in Standard IX introduced by his parents Mr. & Mrs. M.C. Yohannan.

SCHOOL ARTS CLUB

Our School has an excellent arts club. Our talented students take initiative in organizing music, dance & dramas and they present them during the school anniversary and competitions. Extra curricular activities like music, dance, elocution, sports, games and other cultural programmes are made compulsory for students.

ECO CLUB

An Eco-club is functioning in our school with two students representatives from each class headed by one teacher in charge. They plan out various programmes and execute for the development and protection of the nature.

DISASTER MANAGEMENT SQUAD

A Special squad called "Disaster management Squad" is, formed for the management of disaster and calamities. There are 25 student members and three teachers in this squad. They actively participate in the training and awareness programmes.

HEALTH & WELLNESS CLUB

Under the leadership of our health director Mrs. Dr. Sumitha Abraham a health team is functioning, conducting immunisation camps and diagnostic and curative camps. This club gives special attention of the personal hygiene of each student.

MATHS OLYMPIAD CLUB

This club is training the students to appear for the various competitions connected to mathematics. There are 17 members headed by one teacher in this club.

SCIENCE CLUB

An innovative and inquisitive science club is functioning, headed by two science teachers. This club is conducting exhibitions periodically and a large number of people from outside visit the exhibition time to time.

LITERARY CLUB

Literary club is giving training to students in writing articles, advertisements, public speech, recitation, debate etc. There are 62 students actively participating in these programmes, headed by two teachers.

SPORTS AND GAMES CLUB

All school teams are managed by this club and they organize interschool games competitions and take part in competitions held by CBSE and various other private organizations.

COUNSELLING

A regular counselling class is being conducted in our school. Each student personally attended and directions and guidance are given to students periodically. Special cases which need more attention are delt personally even after school hours. In addition to this regular counselling, expert counsellors are conducting counselling classes once in each term for teachers and parents

SCHOOL CHAPEL

A chapel has been constructed by the school within the school campus. The chapel is meant for the spiritual and moral guidance of the students.

SCHOOL BUSES

1. All students must produce the bus coupon every day to the attendant failing which the attendant will prevent the student from travelling by the bus.
2. As a safety measure, students must never put their heads, hands or elbows out beyond protective bar or the windows.
3. Severe penalties will be levied to students who damage the bus seats.
4. The students should reach the bus stop early enough and the bus will not wait for any student.
5. For the general maintenance of order and discipline in the bus the pupils should give full co-operation to the bus squad.
6. Requests for the extension or deviation of the bus routes will not be considered after the re-opening of the school.
7. The school bus will stop plying if the road condition becomes bad and the students should make their own arrangement for the transportation.
8. The students should wait collectively at the near by stop and the bus will not stop with in a distance of 300 meters.
9. Students should maintain perfect discipline inside the bus. The report from the bus crew will be accepted in this connection and disciplinary action will be taken against such students.
10. The students should not trespass the fencing of drivers cabin.
11. No Student will be allowed to get down from the school bus before the destination.

ADMISSION, PROMOTION, WITHDRAWAL

1. Students are normally newly admitted only at the beginning of the academic year.
2. To withdraw a student in mid-year, notice must be given one month in advance and one term fees should be paid.
3. Application for T.C. for consideration should be submitted strictly either by the parent or by the guardian in person to the Principal. Application for T.C. should be submitted on the date specified in the school calendar. The school will not engage students for anything connected to transfer certificate.
4. The Transfer Certificate of student is issued only during working hours after the announcement of the results before the reopening otherwise proved with documents the urgency and after verifying that all dues to the school has been cleared. After the reopening of the school, if T.C. is required one term fees should be paid as compensation.

FEES

The fees once paid will not be refunded. Fees for the 10 months of the academic year will be collected in 3 instalments as per the dates announced. There after a late fee of Rs. 20 will be charged till the specified date. After which interest (18%) will have to be paid in addition to the late fees till the last date of the term. Further the name of the pupil will be deleted from the rolls. The school authorities have the right to deny readmission.

GENERAL GUIDANCE, INSTRUCTIONS AND RULES

The guidance, instructions and rules are in addition to those in the prospectus and these can be modified, changed, added or deleted at any time by the school authorities.

1. Moral science classes are arranged for building up character. It is compulsory that all students should attend the moral science classes.
2. Co-scholastic activities are considered very important and made compulsory. No student is permitted to take leave on sports day, cultural competitions days, and other cocurricular activitiy days. Fine will be charged if fails to explain the reason satisfactorily.
3. Any student found to be bullying or vulgar in speech and conduct is liable to expulsion from school.
4. Respect and love towards teachers are very important, we keep up the tradional values of teacher-students relationship.
5. The school will not be responsible for the belongings of students. The students should safely keep their own belongings.
6. The student who was absent on the previous day should voluntarily appoach the teacher with a leave letter from parent for getting his diary signed and take help to complete lesson notes.
7. At the stroke of the first bell students must assemble in school auditorium for prayer, on general assembly days.
8. If no teacher arrives after three minutes of the commencement of the class, the leader should send his assistant to inform the Principal.

9. Students will not be summoned to meet parents, guardians or visitors during the class hours.
10. All should respect and take pride in the school property as their own and avoid defacing walls, damaging furniture equipments or spoiling laboratory chemicals or throwing about bits of rubbish. Penalties will be levied to students who act against it. Penalties will be levied to group or classes if failed to locate the culprit.
11. Except in language classes it is compulsory that only English should be spoken in the school and in the school bus.
12. The wearing of the proper school uniform is of obligation under penalty of exclusion from the classroom and school bus.
13. The school shall not be held responsible in any way for any illness, injury, accident or mishap to any student.
14. Absence must be explained in the form of a leave letter by parents or guardians.
15. Leave or absence for any reason other than illness requires a previous written application, and is granted only for very important occasions.
16. No leave is granted on examination days, on the "term reopening" day, after three or more consecutive holidays. A late fee of Rs. 30/- will be levied for each day, if a student absent himself at the beginning of the term, without previous sanction of leave. For protracted absence due to illness a medical certificate must be submitted. Students, after recovering from commu-nicable, diseases will attend classes, only after submitting a medical certificate stating that isolation is no more required.
17. Repeated or prolonged absence (of fifteen days) without leave renders the student liable to have his name struck of the rolls. Re-admission, if granted, will only be after payment of fresh admission fee.

18. The school authorities may at any time resign the charge of a student whose conduct or failure to apply himself in their judgement warrants such a measure in this matter the decision of the principal shall be final.
19. The answer book may be revalued on special written request of parents. Revaluation means recounting of the marks only. The papers will be revalued on the 5th working day of the next academic year. The answer sheets of all students will be preserved till the evening of the 10th working day of the next academic year and then will be thrown away or destroyed.

Two Wheelers & Mobile Phones: Parents are strictly warned that no student is permitted to bring mobile phone and two wheelers in the school campus. Severe punishments will be given to students who violate this rule.

**Coloured T-Shirt according to the colour on their Houses for all Wednesdays
(For Classes 1-12)**

BOYS

- L.K.G & U.K.G** : Pink Check shirt (half sleeve shirt)
Black Trousers, Black Belt, Black
Shoes, Pink Socks
- Std 1 - IV** : Sky blue Shirt (half sleeve)
Navy blue Trousers, Navy blue
socks Black Shoes, School Belt
All boys must have decent and neat
haircut, Low waist pants are not
permitted
- Std V - X** : Sky blue Shirt (half sleeve)
Navy blue full pants, Black shoes
Navy blue socks, School belt
All boys must have decent and neat
haircut. Low waist pants are not
permitted.
- Std XI - XII** : Sky blue Shirt (full sleeve)
Navy blue pants, Navy blue socks
Black shoes, School belt, All boys
must have decent and neat haircut,
Low waist pants are not permitted
Growing beard is strictly prohibited

GIRLS

- L.K.G & U.K.G** : Pink Check frock, Pink Socks
Black shoes, Pink hair band
- Std - I - V** : Sky blue Top, Navy blue - Coat
Navy blue - Diana skirt
Pink hair band
- Std - VI - XII** : Sky blue Top (3/4 sleeve)
Navy blue coat, Navy blue pants
Navy blue socks, School belt
Black hair band, Black shoes