

EXAMINATION POLICY

- The school follows the CBSE guidelines from Class Nursery to XII. Assessments of students are done through different skills they acquire throughout the year.
- School follows the curriculum as planned by the CBSE for all classes.
- A minimum of **75% attendance** in an academic session is required to be promoted to the next class.
- As per CBSE norms, exemption will be given to students on account of prolonged illness, loss of mother or father, authorized participation in sports in national or international level, or for any other reasons of similar nature.
- The academic year is divided into two terms for each class and each term has separate assessment reports.

Nursery & KG

- No Formal Assessment.
- The students are assessed on the basis of day to day observations for the following:
 - Listening skills
 - Speaking skills
 - Reading skills
 - Writing skills
 - Number work
 - Environmental studies
 - Computer literacy

Classes I & II

- The student's performance is evaluated as per the latest CBSE guidelines for classes III-V.
- The student's progress is assessed as per the following assessment plan.

TERM 1								
UT -1	Attendance	Subject Enrichment	Project based Activity	Portfolio	Multiple Assessment	Mid Term	TOTAL Term 1	GRADE
15	5	5	5	5	5	20	50	A1
5	5	5	5	5	5	20		

TERM 2									
UT -2	Attendance	Subject Enrichment	Project based Activity	Portfolio	Multiple Assessment	Term End	TOTAL Term 2	FINAL (Term 1 + Term 2)	GRADE
15	5	5	5	5	5	20	50	100	A1
5	5	5	5	5	5	20		(50 + 50)	

Points to be noted:

- Syllabus will be separate for both the terms.
- The Question Papers for the Mid Term Examinations will be set out of the syllabus of the First Term and Annual Examination will be held from the syllabus of the Second Term only.
- The question papers will be provided in the form of Question Paper Booklets along with space for answering the questions in the booklets itself.
- Fraction of the marks will be rounded off as per mathematical formula in all the subjects and classes, for example: 8.1 to 8.4 will be rounded off to 8.0 and 8.5 to 8.9 rounded off to 9.0.
- Student's Attendance (5 Marks)

Attendance Range in Percentage	Marks
96-100	5
91-95	4
86-90	3
81-85	2
76-80	1
Upto 75	NIL

- Subject Enrichment (5 Marks) - These activities are defined as the activities leading to experiential learning integrated with each subject and leading to subject enrichment of the child. Child shall be engaged in activities based on the content that connects different areas of knowledge, application and values with their lives and the world around. For example: Art Exhibition, Quiz, Poster Making, Role play, Sketching, Bulletin Board Making, Fun with Science Activities or any other activity.
- Project Based Activities (5 Marks)- Project Based Activities are instructional approaches designed to give students the opportunity to develop knowledge and skills through engaging projects set around challenges and problems they may face in the real world. Project Based Activities provide an opportunity for students to engage deeply with the targeted content with a focus on long-term retention. These activities facilitate the development of key skills like: Identification of Problems, Logical Thinking, Creativity, Inference Making and Problem Solving.
- Portfolio (5 Marks)- The Portfolio is to broaden the scope of learning and achieve diverse curriculum outcomes by examining a range of evidence of student performances being assessed. It is a purposeful collection of intentionally chosen student's work representing a selection of performances that is assembled over time and describes the learner's efforts, progress, growth and achievement in key areas learning outcomes. Assessment will include self and peer assessment among others like achievement of student in the subject, reflections, narrations, etc. It holds the performance records and documents which represents a collection of their learning achievements. As a process, it enables learners to monitor their own learning systematically, reflect on their performance, redirect their efforts, and set future goals.
- Multiple Assessment (5 Marks) – It is aimed at evaluating the performance of the learner more comprehensively & regularly and provide schools/ teachers flexibility to use multiple and diverse techniques to assess learners viz. observation, oral tests, individual or group work, class discussion, quizzes, concept maps, exit cards, visual expressions, Listening and Speaking Skills etc as per the demand of the subject and the context towards addressing, the goal of assessment for and as learning.
- Unit Tests (5 Marks)- Unit tests will be conducted for 15 marks which will be reduced to 5. It is a tool for assessing through traditional written paper and pencil tests.
- The school follows “No Detention” policy till class II.
- The school promote co-curricular areas for the holistic development of the students. These activities will be graded on a 3 point grading scale (A to C). A=Outstanding B=Very Good C=Fair

Classes III – V

- The student's performance is evaluated as per the latest CBSE guidelines for classes III-V.
- The student's progress is assessed as per the following assessment plan.

TERM 1								
UT -1	Attendance	Subject Enrichment	Project based Activity	Portfolio	Multiple Assessment	Mid Term	TOTAL Term 1	GRADE
20	5	5	5	5	5	50	50	A1
5	5	5	5	5	5	20		

TERM 2							FINAL	
UT -2	Attendance	Subject Enrichment	Project based Activity	Portfolio	Multiple Assessment	Term End	(Mid Term (20) + Term 2(80))	GRADE
20	5	5	5	5	5	50	100	A1
5	5	5	5	5	5			

Points to be noted:

- Syllabus will be separate for both the terms.
- The Question Papers for the Mid Term Examinations will be set out of the syllabus of the First Term and Annual Examination will be held from the syllabus of the Second Term only.

- The question papers will be provided in the form of Question Paper Booklets along with space for answering the questions in the booklets itself.
- Fraction of the marks will be rounded off as per mathematical formula in all the subjects and classes, for example: 8.1 to 8.4 will be rounded off to 8.0 and 8.5 to 8.9 rounded off to 9.0.
- **Student's Attendance (5 Marks)**

Attendance Range in Percentage	Marks
96-100	5
91-95	4
86-90	3
81-85	2
76-80	1
Upto 75	NIL

- **Subject Enrichment (5 Marks)** - These activities are defined as the activities leading to experiential learning integrated with each subject and leading to subject enrichment of the child. Child shall be engaged in activities based on the content that connects different areas of knowledge, application and values with their lives and the world around. For example: Art Exhibition, Quiz, Poster Making, Role play, Sketching, Bulletin Board Making, Fun with Science Activities, Debate/ Declamation, Sketching, Bulletin Board Presentation or any other activity.
- **Project Based Activities (5 Marks)**- Project Based Activities are instructional approaches designed to give students the opportunity to develop knowledge and skills through engaging projects set around challenges and problems they may face in the real world. Project Based Activities provide an opportunity for students to engage deeply with the targeted content with a focus on long-term retention. These activities facilitate the development of key skills like: Identification of Problems, Logical Thinking, Creativity, Inference Making and Problem Solving.
- **Portfolio (5 Marks)**- The Portfolio is to broaden the scope of learning and achieve diverse curriculum outcomes by examining a range of evidence of student performances being assessed. It is a purposeful collection of intentionally chosen student's work representing a selection of performances that is assembled over time and describes the learner's efforts, progress, growth and achievement in key areas learning outcomes. Assessment will include self and peer assessment among others like achievement of student in the subject, reflections, narrations, etc. It holds the performance records and documents which represents a collection of their learning achievements. As a process, it enables learners to monitor their own learning systematically, reflect on their performance, redirect their efforts, and set future goals.
- **Multiple Assessment (5 Marks)** – It is aimed at evaluating the performance of the learner more comprehensively & regularly and provide schools/ teachers flexibility to use multiple and diverse techniques to assess learners viz. observation, oral tests, individual or group work, class discussion, quizzes, concept maps, exit cards, visual expressions, Listening and Speaking Skills etc as per the demand of the subject and the context towards addressing, the goal of assessment for and as learning.
- **Unit Tests (5 Marks)**- Unit tests will be conducted for 20 marks which will be reduced to 5 marks. It is a tool for assessing through traditional written paper and pencil tests.
- The school promote co-curricular areas for the holistic development of the students. These activities will be graded on a 3 point grading scale (A to C).
A=Outstanding B=Very Good C=Fair
- Answer sheets pertaining to all the examinations including records of Internal Assessment will be maintained for a period of one year from the date of declaration of result for verification at the discretion of the Board. Subjudice cases, if any or those involving RTI/ Grievances may however, be retained till the decision of the case.
- No student will be held back in classes III & IV.

Passing Criteria for Class V

- In order to be declared "Pass" at the end of the session for promotion to the next higher class, a student must secure at least 33% marks in each subject studied by him/her during the session.
- He/She must secure overall 33 % marks i.e 33 marks out of 100.
- The promotion to the next higher class is also subject to the condition that a minimum of 25 % of marks must be scored in Mid Term Examination + Annual Examination i.e 18 marks out of 70 in each subject.
- A candidate not eligible to be declared "Pass" will be declared "Promoted" at the end of the session of a class provided he/she is entitled for grace marks.
- Grace marks up to maximum of 10 in all, not more than 05 marks in one subject, shall be awarded to a student to reach the minimum required 33% of marks in each subject provided that a minimum of 25% of marks are secured in each subject in Mid Term Examination + Annual Examination i.e 18 marks out of 70 marks to make him/her eligible for promotion.

Classes VI - VIII

TERM 1								
UT -1	Attendance	Subject Enrichment	Project based Activity	Portfolio	Multiple Assessment	Mid Term	TOTAL Term 1	GRADE
25	5	5	5	5	5	60	50	A1
5	5	5	5	5	5	20		

TERM 2							FINAL	
UT -2	Attendance	Subject Enrichment	Project based Activity	Portfolio	Multiple Assessment	Term End	(Mid Term (20) + Term 2(80))	GRADE
25	5	5	5	5	5	60	100	A1
5	5	5	5	5	5	50		

Points to be noted:

- The Question Papers for the Mid Term Examinations will be set out of the syllabus of the First Term.
- The Question Papers for the Annual Examinations will be set out of the whole syllabus, covered in first term and second term.
- Fraction of the marks will be rounded off as per mathematical formula in all the subjects and classes, for example: 8.1 to 8.4 will be rounded off to 8.0 and 8.5 to 8.9 rounded off to 9.0.
- **Student's Attendance (5 Marks)**

Attendance Range in Percentage	Marks
96-100	5
91-95	4
86-90	3
81-85	2
76-80	1
Upto 75	NIL

- **Subject Enrichment (5 Marks)** - These activities are defined as the activities leading to experiential learning integrated with each subject and leading to subject enrichment of the child. Child shall be engaged in activities based on the content that connects different areas of knowledge, application and values with their lives and the world around. For example: Art Exhibition, Quiz, Poster Making, Role play, Sketching, Bulletin Board Making, Fun with Science Activities, Debate/ Declamation, Sketching, Bulletin Board Presentation, Olympiads, Election/Youth Parliament, Dance/Drama, or any other activity.
- **Project Based Activities (5 Marks)**- Project Based Activities are instructional approaches designed to give students the opportunity to develop knowledge and skills through engaging projects set around challenges and problems they may face in the real world. Project Based Activities provide an opportunity for students to engage deeply with the targeted content with a focus on long-term retention. These activities facilitate the development of key skills like: Identification of Problems, Logical Thinking, Creativity, Inference Making and Problem Solving.
- **Portfolio (5 Marks)**- The Portfolio is to broaden the scope of learning and achieve diverse curriculum outcomes by examining a range of evidence of student performances being assessed. It is a purposeful collection of intentionally chosen student's work representing a selection of performances that is assembled over time and describes the learner's efforts, progress, growth and achievement in key areas learning outcomes. Assessment will include self and peer assessment among others like achievement of student in the subject, reflections, narrations, etc. It holds the performance records and documents which represents a collection of their learning achievements. As a process, it enables learners to monitor their own learning systematically, reflect on their performance, redirect their efforts, and set future goals.
- **Multiple Assessment (5 Marks)** – It is aimed at evaluating the performance of the learner more comprehensively & regularly and provide schools/ teachers flexibility to use multiple and diverse techniques to assess learners viz. observation, oral tests, individual or group work, class discussion, quizzes, concept maps, exit cards, visual expressions, Listening and Speaking Skills etc as per the demand of the subject and the context towards addressing, the goal of assessment for and as learning.
- **Unit Tests (5 Marks)**- Unit tests will be conducted for 25 marks which will be reduced to 5 marks. It is a tool for assessing through traditional written paper and pencil tests.

- The school promote co-curricular areas for the holistic development of the students. These activities will be graded on a 3 point grading scale (A to C).
A=Outstanding B=Very Good C=Fair
- Answer sheets pertaining to all the examinations including records of Internal Assessment will be maintained for a period of one year from the date of declaration of result for verification at the discretion of the Board. Subjudice cases, if any involving RTI/ Grievances may however, be retained till the decision of the case.
- No student will be held back in classes VI & VII.

Passing Criteria for Class VIII

- In order to be declared “Pass” at the end of the session for promotion to the next higher class, a student must secure at least 33% marks in each subject studied by him/her during the session.
- He/She must secure overall 33 % marks i.e 33 marks out of 100.
- A candidate not eligible to be declared “Pass” will be declared “Promoted” at the end of the session of a class provided he/she is entitled for grace marks.
- The promotion with grace marks to the next higher class will be subject to the condition that a minimum of 25 % of marks be scored in each subject in Annual Examination i.e 13 marks out of 50.
- Grace marks up to maximum of 10 in all, not more than 05 marks in one subject, shall be awarded to a student to reach the minimum required 33% of marks in each subject provided that a minimum of 25% of marks are secured in each subject in the Annual Examination i.e 13 marks out of 50 marks to make him/her eligible for promotion.
- A candidate who appears in Annual Examination can be declared eligible for appearing at the Re-Examination in all the failing subject(s).
- Such a candidate will be eligible to appear in the subject(s) at a subsequent examination to be held within a period of two months from the date of declaration of the result known as the “Re Examination”.
- Re-Examination will be conducted on the same syllabus and pattern of Annual Examination.
- Marks of the Attendance of the student (05 marks) + Subject Enrichment (05 marks) + Project based Activities(05 marks) + Portfolio(05 marks) + Multiple Assessment(05 marks) + Unit Test (05 marks) put together, will be carried forward and added with the marks obtained by the student in the Re Examination.
- Weightage of Marks obtained by the student in Re-Examination will be proportionately calculated out of 70 marks.

Assessment Plan

Class IX

FIRST TERM						SECOND TERM					FINAL	
UT 1	PF 1	SEA 1	MA 1	Mid-Term (MT)	Term-1 Total	UT 2	PF 2	SEA 2	MA 2	Term-End (TE)	Grand Total	
July	Apr-Aug			Sept		Dec	Oct - Feb			Mar	Avg of Best 2 (5) (UT1, MT, UT2) + PF2 + SEA2 + MA2 (15) + Term- End (80)	G R A D E
25						25						
5	5	5	5	80	100	5	5	5	5	80	100	

Class X

FIRST TERM		SECOND TERM				FINAL				
UT 1 (May)	UT 2 (Aug)	PB-1 (Oct)	PB-2 (Nov)	PB-3 (Dec)	PB-4 (Jan)	IA	PF	MA	SEA	Board Exam
40	40	80	80	80	80	5	5	5	5	80

UT= Unit Test; PF = Portfolio; SEA= Subject Enrichment Activity; IA= Internal Assessment; MA = Multiple Assessment;
PB= Pre- Board;

Class XI

FIRST TERM			SECOND TERM		FINAL		
UT 1	Mid-Term (MT)	Term-1 Total	G R A D E	UT2	Annual Exam (AE)	MT (Th-1 + Pr/IA-1)* + AE (Th-2 +Pr/IA-2)*	G R A D E
July	Sept Th-1 + Pr/IA-1	UT1(10) + MT (90)		Dec	Mar Th-2 + Pr/IA-2		
25	100	100		25	100		

* Weightage of theory and practical/internal assessment for both the terms will be calculated as per the circular No-DE.5/212/Exam/16-17/Part-I/365-374 dated 01/07/2022.

Class XII

FIRST TERM		SECOND TERM					FINAL	
UT 1 (May)	UT 2 (Aug)	IA /Pr (Internal)	PB-1 (Oct)	PB-2 (Nov)	PB-3 (Dec)	PB-4 (Jan)	IA /Practical (External) (Jan-Feb)	Board Exam
40	40	70/ 50/ 40/ 30/ 20	30 / 50 / 60 / 70 / 80				70/ 50/ 40/ 30/ 20	30/ 50/ 60/ 70/ 80

UT= Unit Test

Pr= Practical;

IA= Internal Assessment;

PB= Pre-Board;