

SCHEME OF ASSESSMENT AND PROMOTION POLICY 2023-24

(Promotion Policy may vary as per CBSE Policy)

CLASS- I and II

- CCE pattern will be followed to assess the students in two Periodic Intervals/Phases during the academic session.

Periodic Assessment	I	II
Month	April-September	October -March
Weightage of Marks	50	50

SCHOLASTIC

The following are the parameters for informal assessment –

SUBJECT	PARAMETERS	Periodic Assessment 1		Periodic Assessment 2	
		MARKS	WEIGHTAGE	MARKS	WEIGHTAGE
ENGLISH	Reading & Recitation	20	10	20	10
	Vocabulary & Handwriting	20	10	20	10
	Regularity	10	5	10	5
	Maintenance of Notebooks	10	5	10	5
	Class Performance	20	10	20	10
	Activity	10	5	10	5
	Project	10	5	10	5
			50		50

SUBJECT	PARAMETERS	Periodic Assessment 1		Periodic Assessment 2	
		MARKS	WEIGHTAGE	MARKS	WEIGHTAGE
HINDI	Reading & Recitation	20	10	20	10
	Vocabulary & Handwriting	20	10	20	10
	Regularity	10	5	10	5
	Maintenance of Notebooks	10	5	10	5
	Class Performance	20	10	20	10
	Activity	10	5	10	5
	Project	10	5	10	5
			50		50

SUBJECT	PARAMETERS	Periodic Assessment 1		Periodic Assessment 2	
		MARKS	WEIGHTAGE	MARKS	WEIGHTAGE
MATHS	Mental Ability	20	10	20	10
	Critical Thinking	20	10	20	10
	Regularity	10	5	10	5
	Maintenance of Notebooks	10	5	10	5
	Class Performance	20	10	20	10
	Activity	10	5	10	5
	Project	10	5	10	5
			50		50

SUBJECT	PARAMETERS	Periodic Assessment 1		Periodic Assessment 2	
		MARKS	WEIGHTAGE	MARKS	WEIGHTAGE
EVS	Sensitivity Towards Environment	20	10	20	10
	Critical Thinking	20	10	10	10
	Regularity	10	5	10	5
	Maintenance of Notebooks	10	5	10	5
	Class Performance	20	10	20	10
	Activity	10	5	10	5
	Project	10	5	10	5
			50		50

CO-SCHOLASTIC ACTIVITIES	PERSONAL SKILLS
GENERAL KNOWLEDGE	COURTEOUSNESS
PHYSICAL EDUCATION	CONFIDENCE
ART EDUCATION	DISCIPLINE
VOCAL MUSIC	REGULARITY & PUNCTUALITY
DANCE	RESPECT & CARE OF BELONGINGS
LIBRARY	OBEDIENCE
COMPUTER	NEATNESS

GRADING SCALE	
SCHOLASTIC GRADING	
MARKS RANGE	GRADE
91-100	A1
81-90	A2
71-80	B1
61-70	B2
51-60	C1
41-50	C2
BELOW 40	D (NEEDS IMPROVEMENT)

GRADING SCALE	
CO-SCHOLASTIC/PERSONAL SKILLS	
GRADE	CONNOTATION
A	OUTSTANDING
B	VERY GOOD
C	GOOD

Tentative Duration for Assessment of Class Performance-1

20th September 2023 to 10th October 2023

Tentative Duration for Assessment of Class Performance-2

20th February 2024 to 20th March 2024

CLASS- III

- Every student must have a minimum of 75% attendance, failing which he/she will not be allowed to sit in the final examination / will not be promoted to the next higher class.
- Students will be discouraged from missing an assessment unless on grounds of extreme emergency like a contagious disease, a fracture etc.

PATTERN OF ASSESSMENT

Term	I	II
Month	April-September	October-March

S.No	Name of the Examination	Total Marks
1.	Internal Assessment I Subject Enrichment Multiple Assessments Project based Activities Portfolio Periodic Test	5 5 5 5 5
2.	Mid-Term Exam Attendance	50 (Weightage 20 marks) 5 (Weightage 2.5 marks)
3.	Internal Assessment II Subject Enrichment Multiple Assessments Project based Activities Portfolio Periodic Test	5 5 5 5 5
4.	Annual Exam Attendance	50 (Weightage 50 marks) 5 (Weightage 2.5 marks)

Average of both internal Assessments to be taken into consideration

Total Marks According to weightage:

25 Marks (Internal Assessments 1 and 2)

20 Marks (Mid Term Exam)

50 Marks (Annual Exam)

5 Marks (Attendance)

TOTAL: 100

CO-SCHOLASTIC ACTIVITIES	PERSONAL SKILLS
GENERAL KNOWLEDGE	COURTEOUSNESS
PHYSICAL EDUCATION	CONFIDENCE
ART EDUCATION	DISCIPLINE
VOCAL MUSIC	REGULARITY & PUNCTUALITY
DANCE	RESPECT & CARE OF BELONGINGS
LIBRARY	OBEDIENCE
COMPUTER	NEATNESS

GRADING SCALE	
SCHOLASTIC GRADING	
MARKS RANGE	GRADE
91-100	A1
81-90	A2
71-80	B1
61-70	B2
51-60	C1
41-50	C2
BELOW 40	D (NEEDS IMPROVEMENT)

GRADING SCALE	
CO-SCHOLASTIC/PERSONAL SKILLS	
GRADE	CONNOTATION
A	OUTSTANDING
B	VERY GOOD
C	GOOD

- The syllabus for the Mid Term and the Annual Examination will be separate.
- The Question Papers for both the terms will be set according to the term-syllabus.
- Computer Assessment may be Practical Based as well as Pen and Paper Test.
- Both GK and Computers will be categorized as Co Scholastic subjects.

Tentative Duration for Periodic Test-I

10th July 2023 to 30th July 2023

Tentative Duration for Mid Term Examination

20th September 2023 to 10th October 2023

Tentative Duration for Periodic Test-II

1st December 2023 to 22nd December 2023

Tentative Duration for Annual Examination

20th February 2024 to 20th March 2024

CLASS- IV and V

In the entire session, there will be two Periodic Tests, one Mid Term Examination and an Annual Examination.

PEN AND PAPER TEST	MARKS
PERIODIC TEST 1	10 MARKS
MID TERM EXAM	50 MARKS
PERIODIC TEST 2	10 MARKS
ANNUAL EXAMINATION	50 MARKS

- Apart from these pen and paper tests regular Subject Enrichment Activity, Project Based Activity, Multiple Assessments Tests and Portfolio for the scholastic subjects will be conducted on regular basis.
- The details of Subject Enrichment Activities and Project Work are mentioned with the syllabus of each subject.
- Multiple Assessments will also be conducted for each subject in the form of spell check, listening, speaking, and writing activities, concept mapping, map work, diagrams etc. as per the subject's requirement. Subject teachers will be informing students from time to time about these assessments, giving the requisite guidelines for the same.
- Student's Portfolio assessment for each subject will consist of notebook assessment, class performance, and subject exploration.

Co-Scholastic Areas

Co-Scholastic subjects will also be assessed throughout the year and grades for these subjects will be reflected with Mid Term and Annual Examination reports. For Computer/G. K., written examination (Pen and Paper exam) will be conducted during Mid Term and Annual Examination.

Co- Scholastic Areas
Computer
General Knowledge
Dance
Vocal Music
Phy. Edu
Art
Yoga

Grade	Connotation
A	Outstanding
B	Very Good
C	Good

Promotion Policy

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 i.e., 33 marks out of 100 in each subject. The distribution of 100 marks is as follows: -

Attendance of the student	05 marks
Subject Enrichment Activities	05 marks
Project Based Activities	05 marks
Portfolio	05 marks
Multiple Assessment Tests	05 marks
Periodic Tests	05 marks
Mid Term Examination	20 marks
Annual Examination	50 marks
TOTAL	100 marks

In the academic session every student must have a minimum of 75% attendance. Student will not be eligible to appear in Annual Exam, if he/she has not put in at least 75 % actual attendance of the total attendance during the session up to the date of Annual Exam. Marks will be awarded for the attendance as per the range mentioned below:

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

Tentative Duration for Periodic Test-I

10th July 2023 to 30th July 2023

Tentative Duration for Mid Term Examination

20th September 2023 to 10th October 2023

Tentative Duration for Periodic Test-II

1st December 2023 to 22nd December 2023

Tentative Duration for Annual Examination

20th February 2024 to 20th March 2024

CLASS- VI to VIII

Academic Session for classes VI to VIII will have assessment as Periodic Tests, Mid-Term Examinations & Annual Examinations.

SCHEME OF EXAMINATION

EXAMINATION	ACADEMIC SUBJECTS			COMPUTER	GK
		MARKS	WEIGHTAGE		
PT-I	PEN PAPER TEST	25	5		
PT-2/MID-TERM EXAM	PEN PAPER TEST	60	20	25 MARKS	50 MARKS
PT-3	PEN PAPER TEST	25	5		
ANNUAL EXAMINATION	PEN PAPER TEST	60	50	25 MARKS	50 MARKS

Regular Assessment students of classes VI to VIII will be done throughout the academic session as per the weightage of marks given in the following table:

DISTRIBUTION OF 100 MARKS

Attendance of the student	05 MARKS
Subject Enrichment	05 MARKS
Project Based Activities	05 MARKS
Portfolio	05 MARKS
Multiple Assessment Tests	05 MARKS
Unit Test/Periodic Tests (AVERAGE OF PTI and PT3)	05 MARKS
Mid Term Exam / PT2	20 marks
Annual Examination	50 marks
TOTAL	100 MARKS

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- The Question Paper for the Mid-Term Exam will be set out of the syllabus covered till the Mid-Term Exam.
- The Question Paper for the Annual Exam will be set out of the syllabus of the academic session.
- Parameters of Internal Assessment:

(a) Students' Attendance — 5 marks

Every student must have a minimum of 75% attendance, failing which he/she will not be allowed to sit in the Annual Examination / will not be promoted to the next higher class.

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

- (b) Subject Enrichment — 5 marks
- (c) Project Based Activities - 5 marks
- (d) Portfolio - 5 marks
- (e) Multiple Assessment — 5 marks
- (f) Periodic Tests - 5 marks

Co-scholastic Activities:

Co-Scholastic Activities will be graded before the end of the Mid-Term Exam and Annual Exam on a 3-point scale: .

A-OUTSTANDING

B -VERY GOOD

C -GOOD

The parameters for assessing Co-curricular activities are:

1. Regularity
2. Sincere Participation
3. Output and teamwork

The co-curricular activities covered will be:

- a) Work Education refers to skill-based activity
- b) Visual Art refers to Art Education
- c) Performing Art refers to one of the following: Instrumental Music/ Vocal Music/ Dance/Dramatics.
- d) Physical Education refers to Games & Sports
- e) Yoga
- f) General Knowledge

Passing Criteria

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 i.e., 33 out of 100 in each subject studied by him/her during the session.

Tentative Duration for Periodic Test-I

10th July 2023 to 30th July 2023

Tentative Duration for Periodic Test-II / Mid Term Examination

20th September 2023 to 10th October 2023

Tentative Duration for Periodic Test-III

1st December 2023 to 22nd December 2023

Tentative Duration for Annual Examination

20th February 2024 to 20th March 2024

CLASS- IX

ATTENDANCE

- Every student must have a minimum of 75% attendance, failing which he/she will not be allowed to sit in the final examination / will not be promoted to the next higher class.
- Students must not miss any assessment unless on grounds of extreme emergency like a contagious disease, a fracture etc.

ASSESSMENT PATTERN

The Following scheme is proposed:-

EXAMINATION	ENG/HIN/MAT/SCI/SOC SCI/SANS		Skill Subject-AI
PT-1	PEN PAPER TEST	25MARKS	-
HALF YEARLY EXAMINATION	PEN PAPER TEST	80 MARKS	50 MARKS
PT-2	PEN PAPER TEST	25 MARKS	-
ANNUAL EXAMINATION	PEN PAPER TEST	80 MARKS	50 MARKS

INTERNAL ASSESSMENT WILL INCLUDE –

- PORTFOLIO
- MULTIPLE ASSESSMENTS
- SUBJECT ENRICHMENT ACTIVITIES

PROMOTION POLICY AND CUMULATIVE RESULT

The cumulative result will be calculated as per the following weightage:

<u>COMPONENT</u>	<u>WEIGHTAGE (IN %)</u>
Average of PT-1 & PT-2	5
Half Yearly	30
Portfolio	5
Multiple Assessment	5
Subject Enrichment Activities	5
Annual	50
TOTAL	100

PASS CRITERIA

1. In the scholastic area, a student needs to secure overall 33% marks (both Pen Paper Test & Internal Assessment taken together) (i.e D Grade) to be able to pass that subject. The promotion is also subject to the condition that a minimum of 25% marks should be secured in Annual Examination.
2. A student scoring less than 33% (i.e E grade) in more than 2 subjects will be detained. Retest is permitted in maximum of 2 subjects only.
3. If any student fails in any one of the three elective subjects (i.e. Science, Mathematics and Social Science) and passes in the skill subject (offered as 6 additional subject) then that subject will be replaced by skill subject and the result will be computed accordingly.
4. If a student studies three compulsory subjects i.e., Science, Mathematics and Social Science (Subject 3, 4, 5) and also chooses to study a Skill subject (Subject 6) then the aggregate of best five including two languages (Subject 1 & 2) and the best three (from subject 3, 4, 5 & 6, including Skill subject) can be considered for Calculation of percentage.
5. In order to be declared Pass in Skill subjects involving practical, a student has to secure 33% marks in practical and theory separately.
6. It is mandatory for a student to pass in the additional subject in class IX as per passing criteria. For students who are unable to meet the passing criteria, a retest will be scheduled. Failure to fulfill the passing criteria after retest will lead to surrender of the additional subject in Class X.

Re-Examination/ Compartment (Class-IX)

A student scoring less than 33% (i.e E grade) in 2 subjects will be permitted for Retest in those subjects. The retest will be conducted within a month of Annual Examination. The Compartment Examination will be conducted on the same pattern of Annual Examination i.e. three hours duration and 80 marks.

Holistic Assessment

Areas	Product
Health and Physical Education	Overall Fitness
Art Education	Expression, Creativity and Aesthetic Appeal
Value Education	Discipline

GRADING SCALE FOR HOLISTIC ASSESSMENT (CLASS – IX)

(School will award grades as per the following grading scale)

Grade	Connotation
A	Outstanding
B	Excellent
C	Very Good
D	Good
E	Average

GRADING SCALE FOR SCHOLASTIC AREAS (CLASS – IX)

(School will award grades as per the following grading scale)

Marks Range	Grade
91-100	A1

81-90	A2
71-80	B1
61-70	B2
51-60	C1
41-50	C2
33-40	D
<33 (Essential Repeat)	E

Tentative Duration for Periodic Test-I

10th July 2023 to 30th July 2023

Tentative Duration for Periodic Test-II / Half Yearly Examination

20th September 2023 to 10th October 2023

Tentative Duration for Periodic Test-III

1st December 2023 to 22nd December 2023

Tentative Duration for Annual Examination

5th February 2024 to 25th February 2024

CLASS- X

As per the CBSE guidelines

Tentative Duration for Periodic Test-I

10th July 2023 to 30th July 2023

Tentative Duration for Periodic Test-II

20th September 2023 to 10th October 2023

Tentative Duration for Preboard Examination

1st December 2023 to 22nd December 2023

Tentative Duration for Periodic Test-III

5th January 2024 to 22nd January 2024

CLASS- XI

ATTENDANCE

- Every student must have a minimum of 75% attendance, failing which he/she will not be allowed to sit in the final examination/will not be promoted to the next higher class, as per the CBSE guidelines.
- Students must not miss any assessment unless on grounds of extreme emergency like a contagious disease, fracture etc. for which a medical certificate from a certified government hospital practitioner and supporting medical reports must be submitted within one week of the absence.

SCHEME OF ASSESSMENT

- The Unit Tests will be conducted for 25 Marks each.
- Half Yearly and Annual exams will be conducted as per CBSE Assessment Scheme.

PASS CRITERIA FOR CLASS XI

- In order to be declared as having passed the Class XI Examination, the student must have obtained
 - A. A minimum of 33% marks in Theory Cumulative total and 33% in Practical INDIVIDUALLY for all the subjects
 - B. A school to have 3 rounds of Unit Tests. Best two of the three unit tests will be considered for the cumulative assessment.

Wherein Theory Cumulative total is computed as follows:

- 20% of UT (Best two of three)
- 20% of HALF YEARLY
- 60% of ANNUAL EXAMINATION

The numerical sum of the above weighted scores will be converted on a base of 80/70/60/40/30 as per the CBSE norms for that specific subject theory component.

Minimum subject wise score of 33% in Annual Examination

Both these criteria (A and B) must be fulfilled for a child to be declared passed and promoted.

ELIGIBILITY FOR RETEST IN CLASS 11 / DETENTION:

- A) A candidate obtaining less than 33% in one subject only will qualify for a retest in the specific subject.
- B) A candidate securing less than 33% in the retest shall be detained. In case of detention, no change of subject is permitted.
- C) A candidate obtaining less than 33% in two or more subjects will be detained. In case of detention, no change of subject is permitted.

MISSED/RETEST EXAMS

- A) If a student has missed any exam (except for points mentioned in B & C underneath), no average shall be given i.e. the student will be marked zero and there will be no retest.
- B) If a student is On Duty or has missed the Annual exam due to genuine medical reasons, retest shall be conducted only once and shall be held as per the declared schedule.
- C) If a student is On Duty, new admission or has missed the Half Yearly exam due to genuine medical reasons, proportionate marks may be awarded.

USE OF UNFAIR MEANS

If during the course of the examination, a student is found indulging in any kind of unfair practice, the exam will stand cancelled and the child will be awarded zero marks (applicable to Unit Test Exams and Half Yearly Exams). In the Annual Examination, he/she will have to appear for a retest in the subject at the end of the year.

Assessment of Co-scholastic Areas:

Assessment of co-scholastic areas will be done as per **CBSE guidelines.**

GRADING SCALE FOR SCHOLASTIC AREAS (CLASS – XI)

(School will award grades as per the following grading scale)

Marks Range	Grade
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 (Essential Repeat)

Tentative Duration for Unit Test-I

10th July 2023 to 30th July 2023

Tentative Duration for Half Yearly Examination

20th September 2023 to 10th October 2023

Tentative Duration for Unit Test-II

1st December 2023 to 22nd December 2023

Tentative Duration for Unit Test-III

5th January 2024 to 22nd January 2024

Tentative Duration for Annual Examination

5th February 2024 to 25th February 2024

CLASS- XII

As per the CBSE guidelines

Tentative Duration for Unit Test-I

10th July 2023 to 30th July 2023

Tentative Duration for Half Yearly Examination

20th September 2023 to 10th October 2023

Tentative Duration for Preboard Examination

1st December 2023 to 22nd December 2023

Tentative Duration for Mock Test

5th January 2024 to 22nd January 2024