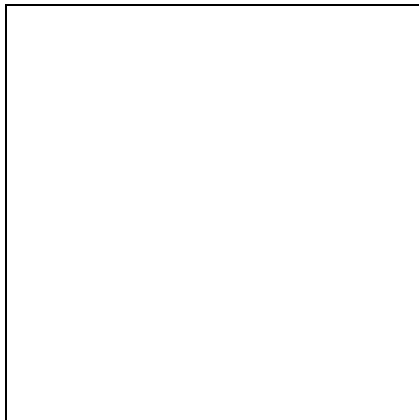


Scholar's Information

Session: 2023-'24



Name _____

Class & Div: _____ GR No _____

Roll No. _____ House _____

Date of Birth: _____ Blood Group _____

Father's /Guardian's Name _____

Father's/Guardian's Mob. No _____

Mother's Name _____

Mother's Mob. No _____

Residential Address: _____

Contact No's. _____

Name of Class Teacher: _____

ADDITIONAL INFORMATION

Mode of Reaching School: -----
(By Cycle/Auto/Bus/Mini Bus/Van/by Foot/Parent's Drop me at school)

Vehicle Number: -----

Driver's Name: -----

Driver's Mobile Number: -----

Emergency Contact Person: -----

Emergency Contact Number: -----



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1. SALIENT FEATURES OF THE INSTITUTION

- CBSE Curriculum
- First Focus on Safety & Security
- Stress Free Education
- No Home Work policy at primary levels; Practice Work instead of the traditional conditional homework system.
- Value based education.
- Well-equipped library with over 5000 books
- Dedicated and well-qualified teachers for all subjects
- Well-equipped laboratories for all Science subjects
- Matrix- The Mathematic Lab for Children
- Creativity –The Art & Craft Studio
- Focus- The Sports and Yoga Room
- Login –The Computer Lab
- Rhythm-The Music & Dance Room
- Co-Scholastics & Co-curricular activities to develop the creative and hidden talents of students.
- School celebrates different religious festivals and conducts various programmes to inculcate the feeling of equality amongst all religions.
- School provides platform for students to exhibit their talents by organizing various literary and cultural activities.
- Activity based teaching/child centered education/Learning by doing method
- Avenues for “thinking” to bridge the gap in the teaching-learning process.
- Indoor/Outdoor games & sports; Physical and mental exercise & Yoga for synchronization of the body & mind
- Cordial relation with students and parents.
- Micro counselling classes
- Awareness programmes on Fire & safety, Traffic awareness, self Defence for Girls, Cyber Crimes etc....
- Digital classrooms with computers and smart boards & CCTV surveillance round the clock.

2. NATIONAL ANTHEM

Jana-gana-mana-adhinayaka-jaya he,
Bharatha-bhagya-vidhata |
Panjab, sindh, Gujarat, Maratha,
Dravida-Utkala-Banga |
Vinddhya-Himachala-Yamuna-Ganga,
Ucchchala-Jaladhi-Taranga |
Tava shubha na me jage,
Tava shubha ashisa mage |
Gahe tava jaya gatha,
Jana-gana-mangala-dayaka-jaya he,
Bharatha-bhagya-vidhata,
Jaya-he, jaya-he, jaya-he !
Jaya-jaya-jaya-jaya he !

Writer & Composer : Rabindranath Tagore

3. NATIONAL SONG

Vande Mataram Sujalam Sufalam
Malayajshitalam Sasyasyamlam Mataram
Shubhra Jyotsana Pulkit
Yaminim Full Kusumit Drumdal Shobhinim
Suhasinim Sumadhur Bhashinim Sukhdam
Vardam Mataram Vande Mataram

Writer & Composer : Bankim Chandra Chatterjee

4. SARASWATI VANDANA

Ya Kundendu Tusharahara Dhavala Ya Shubhra Vastravrita
Ya Veena Varadanda Manditakara Ya Shveta Padmasana
Ya Brahmachyuta Shankara Prabhritibhi Devaih Sada Pujita
Sa Mam Pattu Saraswati Bhagavatee Nihshesha Jadyapaha

5. GURU VANDANA

Guru rr Brahma Guru rr Vishnu rr Guru rr Devo Maheshwara
Guru rr Shakshat parabrahma Tasmai Shree Guruve Namha.

6. PRAYER

(A)

Ye mat kaho khuda se,
meri mushkilen badi hai,
in mushkilon se kehdo,
mera khuda bada hai.
Aati hai aandhi aa to,
kar unka khair makdam,
toofan se hi to ladne ,
khuda ne tumhe gada hai.

Ye mat kaho....

In mushkilo se....

Agni mein tap ke sona,
hai aur bhi nikharta,
durgam ko paar karke,
himalaya koi chadha hai.

Laayegi rang mehnat,
aakhir tumhari ik din,
hoga vishal taruvar,
ye beej jo pada hai.

Ye mat kaho....

In mushkilo se...

Vo sarv shaktiyon se,
jab saath hai tumhaare,
har kaam uske rehte,
har din hua pada hai.
Kabhi haarna na,
himmat ka kadam badhao,
hazaaron kadam badhaane,
vo saamne khada hai

Ye mat kaho....

In mushkilo se...

Writer : BK Satish

Composer : Joy Sarkar

(B)

God give me courage
To do what is right
Courage to speak and courage to
fight
God give me courage
To do what is right
For honesty goodness
Justice and the truth
Courage to choose the
Good in my youth
God give me courage
To do what is right
Courage to face the
day with a song
Courage to guard my
Thoughts and my tongue
Courage to choose the
right when I'm young
God give me courage
To do what is right

7. SCHOOL SONG

Hum bachche LIA ke jan
Kareng hum kuchh aise kaam

Uncha desh ka naam karenge
Jiske anusashan me palenge
Vidhya aisee grahan karenge
Jisase badhega sabaka maan
Hum bachche LIA ke jan,....

Gyan dhara par failenge
Pyar se ye jag mahakaenge
Sabhi ke dil per raj karenge
Padhana likhana apana kaam
Hum bachche LIA ke jan,....

Hum na burai badhane denge
Pyar se har dil ko jeetenge
Sach ka saath na chhodenge
Gurujan ka hum kare samman
Hum bachche LIA ke jan,....

Writer : Archana Jha

Composer: Priyanka Jain

8. PLEDGE

India is my country.
All Indians are my brothers and sisters.
I love my country and I am proud of its rich and varied heritage.
I shall always strive to be worthy of it.
I shall give my parents, teachers and all elders respect and treat
Everyone with courtesy.
To my country and my people
I pledge my devotion.
In their well- being and prosperity alone
Lies my happiness.

9. ADMISSION & WITHDRAWAL

Admission

- Admission is open to all children irrespective of race, religion, nationalities, caste or gender.
- Admission of a child to a class is based on an admission test and further interaction with the admission committee.
- Admission of a child into a class is subject to seat availability and fulfillment of other admission criteria including age criteria as laid down by the state government/CBSE.
- Sibling (only directly related ones) may be given preference.
- GR number will be issued to a child only after all prescribed documents including Medical Certificate from Jayaben Modi Hospital are submitted to the office.

Withdrawal

- A child can be withdrawn from school after clearing all dues.
- Parent should complete the LC/TC application form available with the school office.
- Parents who would be withdrawing their children at the end of an academic year should submit the LC/TC application by 1st March 2024.
- Application for LC/TC received after 1st March shall be processed only after applicable fees (tuition fees & term fee) for the next session are paid. Verbal intimation/request shall not be considered.
- Parents must ensure all pending documents pertaining to your child's admission at LIA are submitted at office, otherwise LC/TC will not be issued.

10. SCHOOL DISCIPLINE

Discipline of a child is essential for his/her personality development. The objective is to inculcate a sense of control, self-discipline and self-direction.

General Guidelines:

- Students must be present in the school before the assembly commences.
- School prefects must be given due respect.
- Care should be taken in keeping the school campus clean always. Litter must be disposed off in the dustbins provided.
- Students are expected to take good care of their belongings while at school. The school will not take any responsibility for any lost articles, including money or valuables which are not advisable to be brought to school in quantities in excess of bare necessities.
- Students must come to school in neat, tidy and in complete uniform. ID cards should be worn on all school days.
- Use of plastics is banned in the school. Don't bring polythene bags.
- Aerated drinks such as Cola, Pepsi and readymade wafers, chips etc.. should not be brought to school.
- Only Vegetarian food should be brought to school as tiffin.

The following in general, will be considered as acts of indiscipline:

- Any disagreeable act or violation of school rules and norms
- Misconduct in the campus, classrooms & examination hall
- Malpractice in Assessment/Examinations and tampering with examination records.
- Late coming
- Non-conformity to School uniform
- Abstaining from P.E/Library/Co-scholastic classes or club activities
- Possession of objectionable print and non-print materials.
- Use of abusive and inappropriate language
- Theft
- Bullying other children & inflicting physical injury to others.
- Disrespect to National Anthem, National Flag etc.
- Disrespect to teaching, non-teaching staff and school prefects
- Damage to school property etc.

All the above acts will be treated as 'Gross Misconduct' and adequate corrective measures will be taken as noted hereunder

- Notification to parent
- Counselling
- Warning by concerned teacher
- Report to the Vice-Principal/ Principal
- Invalidation of the answer-script and/or other suitable measures.
- Permanent/habitual late-comers will be sent back
- Entry in the student record
- Withdrawal of all facilities provided by the school.
- Deprivation of honour-rolls, certificates, awards.
- Replacement of or financial compensation to damage of school property.
- Suspension
- Expulsion

11. FEE RULES

- School fees must be paid before 20th of every month. Late payment will attract a penalty of Rs 150/- per month.
- Use only the fee challan issued by the school to pay fee at the bank. No cash payment will be accepted at the school office.
- If parents fail to pay the fees of their children for more than two months then his/her name will be struck off from the roll without any intimation.
- If a student's name is on the school roll for even a single day of the month fees have to be paid for the entire month.
- Students joining late must pay fee for the entire academic year.
- Fees once paid will not be refundable.
- Fee will be increased, if required, every year by a maximum 10% only.

12. DRESS CODE FOR BOYS

1. The Regular Uniform is Charcoal Grey pants and Light Lemon plain yellow shirt with school logo on the pocket (Mafatlal Suiting & Shirting), Grey socks, belt and black shoes.
2. The sports uniform is grey track pants with single
 - ✓ charcoal lining on each leg side & grey coloured collar
 - ✓ T-shirt with house colour strips on sleeves and chest sides.
3. Prescribed sports shoes should be worn along with sports uniform. However, for class I-IV regular shoes should be worn along with sports uniforms. Sports shoes is applicable only for classes V-X.
4. Boys are obliged to wear the school uniform on excursions, picnics and to all school related functions and activities unless otherwise stated with permission from the Principal.
5. If pupils fail to comply with regulations relating to school uniform and personal appearance, the school will then exercise its right to restrict the pupil's access to the school and participation in the school related activity.
6. Hair must always be short and neat. Bleaching, dying and fashionable styles are not permissible. Use of hair gel is prohibited.
7. Except for simple wristwatches, no other jewellery is permitted.
8. Coloured contact lenses will not be permitted.
9. Fingernails are to be kept short.
10. Sports shoes should be worn on Wednesdays and Saturdays along with sports uniforms.
11. Neatly pressed uniform should be worn to school.

13. DRESS CODE FOR GIRLS

1. The Regular Uniform is Charcoal Grey Pinafore and light Lemon Plain Yellow Shirt with school logo on the pinafore and pocket of the shirt (Mafatalal Suiting & Shirting), Grey socks, belt & black shoes.
2. The sports uniform is grey track pants with single charcoal lining on each leg side & grey coloured collar T-shirt with house colour strips on sleeves and chest sides.
3. Prescribed sports shoes should be worn along with sports uniform. However, for class I-IV regular shoes should be worn along with sports uniforms. Sports shoes is applicable only for classes V-X.
4. Girls should make two pleated hair with black bow to each pleat of hair.
5. Girls are obliged to wear the school uniform on excursions and to all school related functions and activities unless otherwise stated with permission from the Principal.
6. If pupils fail to comply with regulations relating to school uniform and personal appearance, the school will then exercise its right to restrict the pupil's access to the school and participation in the school related activity.
7. Except for simple wristwatches, no other jewellery is permitted.
8. Fingernails are to be kept short; nail polish is prohibited.
9. All kinds of make-up including lip gloss is prohibited.
10. Coloured contact lenses will not be permitted.
11. Sports shoes (Class V onwards) should be worn on Wednesdays and Saturdays along with sports uniforms.
12. Neatly pressed uniform should be worn to school.
13. Parents can collect further details on student's dress code from the school's office.

14. INFORMATION FOR PARENTS

1. Besides periodic circulars sent out to parents to keep updated of the school's programmes, the learner's diary serves as a regular channel of communication between parents and teachers. We earnestly request the parents to have a close look at the learner's diary every day. The teachers will communicate with you through this handbook. Your prompt attention to their remarks is essential.
2. Criticism of teacher should be avoided in the presence of the child because it undermines his/her respect for the teacher and the school.
3. Parents must take the opportunity to meet the teachers and discuss the progress of their ward on meetings days informed to them by the school.
4. Please ensure that your ward is invariably punctual; late comers will not be permitted entry.
5. Attention should be paid by parents on the child's regular attendance, practice work, cleanliness, discipline and dress code regulation.
6. Please do not allow your wards to carry mobile phones or any other electronic gadgets and prohibited items to the classroom. Students are also not permitted to drive car/scooter/motor bikes to the school without a valid license. Students driving motor vehicles to school without a valid licence will be denied entry into the school.
7. **Parents should make use of the format given in serial no 25 for advance leave application. Kindly use A4 size paper for all applications. Kindly use serial No. 24 for up to two days of absence/leave.**
8. Parents should ensure that their wards, if suffering from any communicable diseases are not sent to school until he/she is fully recovered.
9. Parents are requested not to enter the classrooms during school hours. In an emergency written permission must be taken from the principal.

10. **Parents are requested to refrain from coming to school in the midst of school hours to take their wards home unless intimidated to parents by the school. In case of an emergency the same should be reported to the principal who will look into the matter.**
11. Students will not be granted leave during school hours. Leave will not be sanctioned for going out for functions or other petty reasons.
12. Parents should drop and pick up their wards from the entry /exit gate. They should refrain from entering the school corridors for any unofficial reasons.
13. Any change in residential address, status, contact no's. etc should be updated in the school record by sending a note and the changes thereof to the school office/Class Teacher.
14. Parents are allowed to meet Class Teachers and Respective subject teachers only on 2nd Saturdays between 8:30am and 10:00am. On other days they must get a written permission from the principal.
15. Complaints regarding the progress of a child's studies must first be consulted with the principal and then only to the class teacher. Suggestions are welcome, but the words of principal and the school authority will be final.
16. Parents are requested to meet the principal or the class teachers personally without any delay whenever they are called.
17. **Parents are requested to be polite and considerate to all staff of the school.**

15. VACATION & HOLIDAYS YEAR 2023-'24

APRIL 2023

DATE	DAY	EVENT	CLASS
07-04-2023	Friday	Good Friday	I-X
14-04-2023	Friday	Dr. Ambedkar Jayanti	I-X
22-04-2023	Saturday	Ramzan Id / Eid-ul-Fitar	I-X

MAY-JUNE 2023

01-05-2023 to 11-06-2023	Monday Sunday	Summer Vacation Re-opening on 12 th June 2023 (Monday)	I-VIII
01-05-2023 to 06-06-2023	Monday Tuesday	Summer Vacation Re-opening on 7 th June 2023 (Wednesday)	IX & X

JULY 2023

08-07-2023	Saturday	2 nd Saturday	I-X
29-07-2023	Saturday	Muharram	I-X
31-07-2023	Monday	Last working day	I-X

AUGUST 2023

12-08-2023	Saturday	2 nd Saturday	I-X
15-08-2023	Tuesday	Independence Day (77 th Celebration) <i>Students of class VII-X must attend the flag hoisting ceremony (7:30am to 10:00am)</i>	I-VI
16-08-2023	Wednesday	Pateti	I-X
29-08-2023	Tuesday	Onam	I-X
30-08-2023	Wednesday	Rakshabandhan	I-X
31-08-2023	Thursday	Last working day	I-X

SEPTEMBER 2023

06-09-2023	Wednesday	Sri Krishna Janmashtami	I-X
09-09-2023	Saturday	2 nd Saturday	I-X
19-09-2023	Tuesday	Ganesh Chaturthi / Samvatsari	I-X

30-09-2023	Saturday	Last working day	I-X
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OCTOBER-NOVEMBER 2023

02-10-2023	Monday	Gandhi Jayanthi	I-X
14-10-2023	Saturday	2 nd Saturday	I-X
23-10-2023 & 24-10-2023	Monday & Tuesday	Navratri & Dussehra Holidays	I-X
08-11-2023 22-11-2023	Wednesday Wednesday	Diwali Holidays Re-opening on 23 rd November (Thursday)	I-X

DECEMBER 2023

09-12-2023	Saturday	2 nd Saturday	I-X
23-12-2023 to 26-12-2023	Saturday Tuesday	Christmas Break, Reopening on 27 th Dec (Wednesday)	I-X

JANUARY- MARCH-2024

01-01-2024	Monday	New Year	I-X
13-01-2024	Saturday	2 nd Saturday	I-X
14-01-2024	Sunday	Makarsankranti	I-X
26-01-2024	Friday	Republic day (75 th Celebration) <i>Students of class VII-X must attend the flag hoisting ceremony</i>	I-VI
10-02-2024	Saturday	2 nd Saturday	I-X
29-02-2024	Thursday	Maha Shivaratri	I-X
26-03-2024	Tuesday	Dhuleti	I-X

- ***Please follow the above holiday/vacation schedule.***
- ***Any change in holidays or any other holidays not mentioned in the list shall be intimated through a separate circular/written in Scholar's Diary. Please check Scholar's Diary regularly for updates, information & notices.***
- ***Parents can meet teachers on the second Saturday of every month between 8:00am and 10:30am.***

16. CURRICULUM

Class I & II

Scholastic Subjects: English, Hindi, Gujarati, Mathematics & Environmental Science

Co-Scholastic Subjects: Moral/Value Education, Physical & Health Education, Library Education, Computer Education & Art & Craft

Co -Curricular Activities: Club activities, Cultural & Literary Activities, Yoga & Music.

Classes III to V

Scholastic Subjects: English, Hindi, Gujarati, Mathematics, Environmental Science (Science & SS from class V Onwards)

Co-Scholastic Subjects : Life Skills & Value Education, General Knowledge, Physical & Health Education, Library Education, Computer Education & Art & Craft

Co-curricular Activities: Club activities, Cultural & Literary Activities, Yoga & Music.

Class VI to VIII

Scholastic Subjects: English, Hindi, Sanskrit, Gujarati, Mathematics, Social Science & General Science.

Co-Scholastic Subjects : Life Skills & Value Education, General Knowledge, Physical & Health Education, Library Education, Computer Education & Art & Craft

Co - curricular Activities: Club activities, Cultural & Literary Activities, Yoga.

Class IX & X

Scholastic Subjects: English, Hindi, Mathematics, Social Science, Science

Co-Scholastic Subjects: Life Skills, Physical & Health Education, Library Education, Art Education

Co-curricular Activities: Club activities, Cultural & Literary Activities, Yoga.

17. MODE OF ASSESSMENT

1. Class I-II:

Assessment will be term based (Term I & Term II). Report card will be issued after end of each term. Marks & grades will be reflected in the report card. Each Term Assessment will consist of Periodic Assessment (Periodic Test, Multiple Assessments, and Subject Enrichment Activities & Notebook). There will be a Term Test at the end of each term.

2. Class III-V:

Assessment will be term based (Term I & Term II). Report card will be issued after end of each term. Marks & grades will be reflected in the report card. Each Term Assessment will consist of Periodic Assessment (Periodic Test, Multiple Assessments, and Subject Enrichment Activities & Notebook). There will be a Term Test at the end of each term.

3. Class VI-VIII:

Assessment will be term based (Term I & Term II). Report card will be issued after end of each term. Marks & grades will be reflected in the report card. Each Term Assessment will consist of Periodic Assessment (Periodic Test, Multiple Assessments, Subject Enrichment Activities & Portfolio/Notebook). There will be a Term Test at the end of each term.

4. Class IX-X:

Assessment will be according to board pattern. Report card for class IX will be issued after end of the academic session. Marks & grades will be reflected in the report card. Assessment will consist of Periodic Assessment (Periodic Test, Multiple Assessments, Subject Enrichment Activities & Portfolio / Notebook).

No Re-test or Weightage will be given to a student who misses any assessment. Hence regular attending class is mandatory for a child.

In case a child remains absent on medical ground it is on the onus of the parent of the child to submit a valid medical certificate.

18. PROMOTION RULES

Class I-V

Class I-V will have a 'liberal promotion' policy. Remedial programmes will be conducted to minimise failures. A minimum of 80% attendance is mandatory for promotion to the next class.

Class VI-X

A minimum of 33% is required in each scholastic subject and a minimum D grade in Co-Scholastic Subjects along with a minimum of 80% attendance in aggregate.

A candidate having less than 80% attendance will not be eligible for promotion to a higher class.

Note: Any special case will be reviewed by the Exam Committee.

19. CORE EVENTS

Sl.No.	Event	Date	Remarks
1	Orientation for Parents	March – April 2023	Class I - X
2	Orientation for Students	April 2023	Class I - X
3	Fun Fair	31 st October 2023	Class VI - X
4	Sports Day	December 2023	Class I-V
5	Sports Day	December 2023	Class VI-X
6	Picnic	December 2023	Class I-V
7	Picnic	January 2024	Class VI -X
8	Annual Day	November-December 2023	Class I-X
9	Farewell/Blessing Ceremony of Class X	February 2024	Class X

20. ASSESSMENT SCHEDULE

ASSESSMENT SCHEDULE FOR CLASS I-II

TERM 1: APRIL 2023 – SEPTEMBER 2023

TERM 1 (100 Marks)

Periodic Assessment (60 M) + Half Yearly Examination (40 M)

Periodic Assessment (60 Marks)

- a) Periodic Test : 20 marks
- b) Multiple Assessment: 10 marks
- c) Subject Enrichment Activities: 20 marks
- d) Notebook: 10 marks (April 2023 – September 2023)

PERIODIC TEST- I SCHEDULE

Date	Class I-II	Marks	Time
10/07/2023	Gujarati	20	Normal School Hours
11/07/2023	English	20	Normal School Hours
12/07/2023	Hindi	20	Normal School Hours
13/07/2023	Mathematics	20	Normal School Hours
14/07/2023	EVS	20	Normal School Hours

Result Day: 31st July 2023 (Monday) from 8:00am till 10:00am

HALF YEARLY EXAMINATION SCHEDULE

Date	Subject	Marks	Time
15/09/2023	Art	20	Normal School Hours
16/09/2023	GK	20	Normal School Hours
18/09/2023	Computer	20	Normal School Hours
20/09/2023	Gujarati	20	Normal School Hours
22/09/2023	English	40	Till 10:00am
25/09/2023	Hindi	40	Till 10:00am
27/09/2023	EVS	40	Till 10:00am
29/09/2023	Mathematics	40	Till 10:00am

Result Day: 14th October 2023(2nd Saturday) from 8:00am till 10:00am

- **Multiple Assessment** –Will be conducted during normal class hours
- **Subject enrichment activities** – Will be conducted during normal class hours
- **Notebook submission** - Every Fortnight

TERM 2 : OCTOBER 2023 – MARCH 2024

TERM 2 (100 Marks)

Periodic Assessment (60 M) + Annual Examination (40 M)

Periodic Assessment (60 Marks)

- a) Periodic Test : 20 marks
- b) Multiple Assessment : 10 marks
- c) Subject Enrichment Activities: 20 marks
- d) Notebook: 10 marks (October 2023 – March 2024)

PERIODIC TEST -2 SCHEDULE

Date	Class I-II	Marks	Time
16/12/2023	Gujarati	20	Normal School Hours
18/12/2023	Mathematics	20	Normal School Hours
19/12/2023	EVS	20	Normal School Hours
20/12/2023	English	20	Normal School Hours
21/12/2023	Hindi	20	Normal School Hours

Result Day: 13th January 2024 (2nd Saturday) from 8:00am till 10:00am

ANNUAL EXAM SCHEDULE

Date	Class I-II	Marks	Time
26/02/2024	Art	20	Normal School Hours
27/02/2024	GK	20	Normal School Hours
28/02/2024	Computer	20	Normal School Hours
01/03/2024	Gujarati	20	Normal School Hours
04/03/2024	Mathematics	40	Till 10:00am
06/03/2024	EVS	40	Till 10:00am
09/03/2024	English	40	Till 10:00am
11/03/2024	Hindi	40	Till 10:00am

Mini Vacation: 12th March till 30th March 2024

Result Day: 23rd March 2024 (Saturday) from 8:00am till 10:00am

- **Multiple Assessment** – Will be conducted during normal class hours
- **Subject enrichment activities/ Art Integrated Project** – Will be conducted during normal class hours
- **Notebook submission** - Every Fortnight

NB: There shall be no re-test for any child if they misses any exam/ test. A medical certificate has to be produced if a child remains absent on medical grounds.

ASSESSMENT SCHEDULE FOR CLASS III-V
TERM 1 (APRIL 2023 – SEPTEMBER 2023)

Term 1 (100 marks each per subject)

Periodic Assessment (50 marks) + Half Yearly Exam (50 Marks)

Periodic Assessment (50 Marks)

- a) Periodic Test : 20 marks
- b) Multiple Assessment : 10 marks
- c) Subject Enrichment Activities: 10 marks
- d) Notebook : 10 marks(April 2023 – September 2023)

PERIODIC TEST- 1 SCHEDULE

Date	Class III-IV	Class V	Marks	Time
10/07/2023	Gujarati	Gujarati	20	Normal School Hours
11/07/2023	English	English	20	Normal School Hours
12/07/2023	Hindi	Hindi	20	Normal School Hours
13/07/2023	Mathematics	Mathematics	20	Normal School Hours
14/07/2023	EVS	Social Science	20	Normal School Hours
15/07/2023	-----	Science	20	Normal School Hours

Result Day: 31st July 2023 (Monday) from 8:00am till 10:00am

HALF YEARLY EXAM SCHEDULE

Date	Class III-IV	Class V	Marks	Time
15/09/2023	Art	Art	25	Normal School Hours
16/09/2023	GK	GK	25	Normal School Hours
18/09/2023	Computer	Computer	25	Normal School Hours
20/09/2023	Gujarati	Gujarati	25	Normal School Hours
22/09/2023	English	English	50	Till 10:00am
23/09/2023	Hindi	Hindi	50	Till 10:00am
25/09/2023	EVS	Social Science	50	Till 10:00am
27/09/2023	Mathematics	Mathematics	50	Till 10:00am
29/09/2023	Holiday	Science	50	Till 10:00am

Result Day: 14th October 2023 (2nd Saturday) from 8:00am till 10:00am

- **Multiple Assessment** – Will be conducted during normal class hours
- **Subject enrichment activities** – Will be conducted during normal class hours
- **Notebook submission** - Every Fortnight

TERM 2 (OCTOBER 2023 – MARCH 2024)

Term 2 (100 marks each per subject)

Periodic Assessment (50 marks) + Annual Exam (50 Marks)

Periodic Assessment (50 Marks)

- a) Periodic Test : 20 marks
- b) Multiple Assessment (class tests) : 10 marks
- c) Subject Enrichment Activities: 10 marks
- d) Notebook:10 marks(October 2023 – March 2024)

PERIODIC TEST- 2 SCHEDULE

Date	Class III & IV	Class V	Marks	Time
16/12/2023	Gujarati	Gujarati	20	Normal School Hours
18/12/2023	Mathematics	Mathematics	20	Normal School Hours
19/12/2023	EVS	Social Science	20	Normal School Hours
20/12/2023	English	Science	20	Normal School Hours
21/12/2023	Hindi	English	20	Normal School Hours
22/12/2023	Normal class	Hindi	20	Normal School Hours

Result Day: 13th January 2024 (2nd Saturday) from 8:00am till

10:00am

ANNUAL EXAM SCHEDULE

Date	Class III & IV	Class V	Marks	Time
26/02/2024	Art	Art	25	Normal School Hours
27/02/2024	GK	GK	25	Normal School Hours
28/02/2024	Computer	Computer	25	Normal School Hours
01/03/2024	Gujarati	Gujarati	25	Normal School Hours
04/03/2024	Mathematics	Mathematics	50	Till 10:00am
06/03/2024	EVS	Social Science	50	Till 10:00am
09/03/2024	English	Science	50	Till 10:00am
11/03/2024	Hindi	English	50	Till 10:00am
13/03/2024	Holiday	Hindi	50	Till 10:00am

Mini Vacation: 12th March (for Class III & IV) 14th March (for Class V) till 30th March 2024

Result Day: 23rd March 2024 (Saturday) from 8:00am till 10:00am

- **Multiple Assessment** – Will be conducted during normal class hours
- **Subject enrichment activities/ Art Integrated Project** – Will be conducted during normal class hours
- **Notebook submission** - Every Fortnight

NB: There shall be no re-test for any child if they misses any exam/ test. A medical certificate has to be produced if a child remains absent on medical grounds.

ASSESSMENT SCHEDULE FOR CLASS VI-VIII

Term 1 (April 2023– September 2023)

Term 1 (100 marks each per subject)

Periodic Assessment (20 marks) + Half Yearly Exam (80 Marks)

Periodic Assessment (20 Marks)

- a) Periodic Test (weightage) : 5 marks
- b) Multiple Assessment (weightage) : 5 marks
- c) Subject Enrichment Activities (weightage): 5 marks
- d) Portfolio (weightage): 5 marks(April 2023 – September 2023)

PERIODIC TEST- 1 SCHEDULE

Date	Class VI-VIII	Marks	Time
10/07/2023	Sanskrit	20	Normal School Hours
11/07/2023	Gujarati	20	Normal School Hours
12/07/2023	English	20	Normal School Hours
13/07/2023	Hindi	20	Normal School Hours
14/07/2023	Mathematics	20	Normal School Hours
15/07/2023	Social Science	20	Normal School Hours
17/07/2023	Science	20	Normal School Hours

Result Day: 31st July 2023 (Monday) from 8:00am till 10:00am

HALF YEARLY EXAM SCHEDULE

Date	Class VI-VIII	Marks	Time
15/09/2023	Art	25	Normal School Hours
16/09/2023	GK	25	Normal School Hours
18/09/2023	Computer	25	Normal School Hours
20/09/2023	Gujarati	40	Normal School Hours
21/09/2023	Sanskrit	40	Normal School Hours
22/09/2023	English	80	Till 11:00 am
23/09/2023	Hindi	80	Till 11:00 am
25/09/2023	Social Science	80	Till 11:00 am
27/09/2023	Mathematics	80	Till 11:00 am
29/09/2023	Science	80	Till 11:00 am

Result Day: 14th October 2023 (2nd Saturday) from 8:00am till 10:00am

- **Multiple Assessment** – Will be conducted during normal class hours
- **Subject enrichment activities** – Will be conducted during normal class hours
- **Notebook submission** - Every Fortnight

NB: There shall be no re-test for any child if they misses any exam/ test. A medical certificate has to be produced if a child remains absent on medical grounds.

TERM 2 (OCTOBER 2023 – MARCH 2024)

Periodic Assessment (20 marks) + Annual Exam (80 Marks)

Periodic Assessment (20 Marks)

- a) Periodic Test (weightage) : 5 marks
- b) Multiple Assessment (weightage) : 5 marks
- c) Subject Enrichment Activities (weightage): 5 marks
- d) Portfolio (weightage): 5 marks(October 2023– March 2024)

PERIODIC TEST- 2 SCHEDULE

Date	Class VI-VIII	Marks	Time
16/12/2023	Gujarati	20	Normal School Hours
18/12/2023	Sanskrit	20	Normal School Hours
19/12/2023	Mathematics	20	Normal School Hours
20/12/2023	Social Science	20	Normal School Hours
21/12/2023	Science	20	Normal School Hours
22/12/2023	English	20	Normal School Hours
23/12/2023	Hindi	20	Normal School Hours

Result Day: 13th January 2024 (2nd Saturday) from 8:00am till 10:00am

ANNUAL EXAM SCHEDULE

Date	Class VI-VIII	Marks	Time
26/02/2024	Art	25	Normal School Hours
27/02/2024	GK	25	Normal School Hours
28/02/2024	Computer	25	Normal School Hours
01/03/2024	Gujarati	40	Normal School Hours
02/03/2024	Sanskrit	40	Normal School Hours
04/03/2024	Mathematics	80	Till 11:00 am
06/03/2024	Social Science	80	Till 11:00 am
09/03/2024	Science	80	Till 11:00 am
11/03/2024	English	80	Till 11:00 am
13/03/2024	Hindi	80	Till 11:00 am

Mini Vacation: 14th March till 30th March 2024

Result Day: 27th March 2024 (Wednesday) from 8:00am till 10:00am

- **Multiple Assessment** – Will be conducted during normal class hours
- **Subject enrichment activities/ Art Integrated Project** – Will be conducted during normal class hours
- **Notebook submission** - Every Fortnight

ASSESSMENT SCHEDULE FOR CLASS IX-X

Periodic Assessment (20 marks) + Annual Exam for IX & Board

Exam for X (80 Marks) = 100 Marks

Periodic Assessment (20 Marks)

- a) Periodic Test (Weightage) : 5 marks
- b) Multiple Assessment (Weightage) : 5 marks
- c) Portfolio (Weightage): 5 marks
- d) Subject Enrichment Activities (Weightage) : 5marks
- e) Annual/Board Exam: 80 Marks

PERIODIC TEST -1 SCHEDULE

Date	Class IX-X	Marks	Time
12/07/2023	Mathematics	40	Till 9:30am
13/07/2023	English	40	Till 9:30am
14/07/2023	SS	40	Till 9:30am
15/07/2023	Hindi	40	Till 9:30am
17/07/2023	Science	40	Till 9:30am

Result Day: 31st July 2023 (Monday) from 8:00am till 10:00am

PERIODIC TEST -2 SCHEDULE

Date	Class IX-X	Marks	Time
23/09/2023	Science	40	Till 9:30am
25/09/2023	English	40	Till 9:30am
26/09/2023	Hindi	40	Till 9:30am
27/09/2023	Mathematics	40	Till 9:30am
29/09/2023	SS	40	Till 9:30am

Result Day: 14th October 2023 (2nd Saturday) from 8:00am till 10:00am

PERIODIC TEST -3 SCHEDULE

Date	Class IX-X	Marks	Time
09/12/2023	SS	40	Till 9:30am
11/12/2023	Hindi	40	Till 9:30am
13/12/2023	Science	40	Till 9:30am
15/12/2023	Mathematics	40	Till 9:30am
18/12/2023	English	40	Till 9:30am

Result Day: 13th January 2024 (2nd Saturday) from 8:00am till 10:00am

PRELIMINARY EXAMINATION (CLASS X)

Full Syllabus (Full Book)

Date	Class X	Marks	Time
08/01/2024	Mathematics	80	Till 11:00am
10/01/2024	English	80	Till 11:00am
12/01/2024	SS	80	Till 11:00am
15/01/2024	Hindi	80	Till 11:00am
17/01/2024	Science	80	Till 11:00am

Result Day & Feedback : 10th February (2nd Saturday) 2024 from 8:00am till 10:00am

ANNUAL EXAM SCHEDULE (CLASS IX)

Date		Marks	Time
02/03/2024	Science	80	Till 11:00am
04/03/2024	English	80	Till 11:00am
06/03/2024	SS	80	Till 11:00am
09/03/2024	Hindi	80	Till 11:00am
11/03/2024	Mathematics	80	Till 11:00am

Mini Vacation: 12th March 2024 till 30th March 2024

Result Day: 27th March 2024 (Tuesday) from 8:00am till 10:00am

GRADING SCALE

GRADING SCALE (SCHOLASTIC AREAS) FOR CLASS I –V (5- POINT SCALE)

Marks Range	Grade
85 - 100	A*
70 – 84	A
55-69	B
33-54	C
Below 33	D

GRADING SCALE (SCHOLASTIC AREAS) FOR CLASS VI-X (8- POINT 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
Below 33 E(Failed)	E

GRADING SCALE (CO SCHOLASTIC AREAS) FOR CLASS I – X (5- POINT SCALE)

Marks Range	Grade
41- 50	A
31- 40	B
21- 30	C
11- 20	D
10- 0	E

21.SPECIAL AWARDS & PRIZES (2023-‘24)

A part from the prizes awarded to winners of inter-house contests the following awards and prizes have been constituted to be given to a student in the academic session 2023-24. Award winners for the given areas will be selected based on a given set of criteria.

1. Ideal Boy Award 2023-24 (Primary –Lower) –Class I-II
2. Ideal Girl Award 2023-24 (Primary-Lower)-Class I-II
3. Ideal Boy Award 2023-24 (Primary –Upper) – Class III-V
4. Ideal Girl Award 2023-24 (Primary –Upper) –Class III-V
5. Ideal Boy Award 2023-24 (Middle School Section) – Class VI-VIII
6. Ideal Girl Award 2023-24 (Middle School Section) – Class VI-VIII
7. Ideal Boy Award 2023-24 (Secondary Section) –Class IX-X
8. Ideal Girl Award 2023-24 (Secondary Section) – Class IX-X
9. Academic Brilliance Award 2023-24 (Class & Section wise)
10. Exemplary Attendance Award 2023-24(Those who attain 100% attendance for the academic session 2023-24)
11. Best Prefect Award (Boy) 2023-24
12. Best Prefect Award (Girl) 2023-24

22. Note for Students/Parents (41 pages back to back)

DATE	NOTICE/REMARKS/PRACTICE WORK	TEACHER'S SIGN	PARENT'S SIGN
<u>DATE:</u>			
<u>DATE:</u>			
<u>DATE:</u>			

23. INTER-HOUSE CONTEST 2023-‘24

CONTEST	CLASS /MONTH	CONTEST	CLASS /MONTH
Handwriting	I-III (JUNE)	Pot Painting	VI-X (OCTOBER)
Fancy Dress	I-III (AUGUST)	Classical Dance	V-X (OCTOBER)
Hindi / English Recitation	I-V (JANUARY)	Oratory/Extempore	VIII-X (AUGUST)
Coloring	I-II (OCTOBER)	GK Written Quiz	VI – X (DECEMBER)
Clay Modeling	III-V (OCTOBER)	Slogan/ Poster Making	VI-X (NOVEMBER)
Western Dance	I-IV (JANUARY)	Pencil Sketching	IX-X (NOVEMBER)
Cartooning	IV-V (NOVEMBER)	Collage Making /Model Making	VI-X (AUGUST)
Mental Math (Written)	V-VIII (DECEMBER)	Rangoli Making	VI-X (NOVEMBER)
Poetry Writing	VI-VIII (JUNE)	Best out of Waste	V-X (JANUARY)
Sanskrit Shlok Recitation	VI-VIII (AUGUST)	Jewellery Making	VI-X (JULY)
Sports Quiz	VI-VIII (AUGUST)	Salad Making	VI-VIII (JANUARY)
Group Song	VI-VIII	WITH PARENTS	
Group Dance	VI-VIII (JANUARY)	Duo Game	I (JANUARY)
Greeting Card Making	VI-VIII (JUNE)	Fancy Dress	II (DECEMBER)
Story / Essay Writing	VI-VIII (NOVEMBER)	Bento Box	III (JUNE)
Debate	IX-X (JUNE)	Best out of Waste	IV (OCTOBER)

- ✓ The dates of contests shall be informed to students a fortnight before the contest.
- ✓ Contests will be conducted according to category wise / class wise and house wise.
- ✓ Parents must encourage their children to participate in maximum contests.
- ✓ Certificates and awards will be distributed to students on prize day or at the School Assembly.

24. Leave Note (Use this column for leave up to two days)

Date/s of Absence	Reason for Absence	Parent's Signature	Teacher's Signature

Attach MC if the absence is on medical ground of over two days

24. LEAVE NOTE

Date/s of Absence	Reason for Absence	Parent's Signature	Teacher's Signature

Attach MC if the absence is on medical ground of over two days

25. Advance Leave Application Format (Use A4 sized paper only)

Date

To

The Principal

Lions International Academy

Ankleshwar

Name of Child:-----

Class & Div-----Gr.No-----

Sir,

Sub: Leave Application

I would like to request you to grant leave for my child from
----- to -----

due to (reason)-----

I assure you that he/she will complete all work of his/her absence.

Kindly oblige.

Thank You.

Sincerely Yours,

Signature

(Name of Parent)

Mobile No.

NB Use this format for advance leave of over two days.

26. Message from Parents to Teacher/School

Date	Message/Concern/Suggestion	Signature of Parent

27. SCHOOL TIMING & VISITING HOURS

- **School Timing (Summer & Monsoon)**
7:25am till 1: 25 (Monday-Saturday)
- **Visiting Hours (Teachers)**
Second Saturdays between 8:00am and 10:00am.
- **Office Timing**
7:30am till 2:15pm
- **Visiting Hours (Principal)**
8:00am – 9:00am

28. THE USE OF THIS DIARY

Guidelines to Educators

- Insist that learners record the information you deem necessary in their diaries
- Respond timely to comments/concerns from parents
- Follow up on notes written to parents and or signatures required from parents
- Use this as a means to communicate with parents on the progress and overall performances of their child

Guidelines to Parents

- Kindly sign the diary after you have supervised the assignment/ tasks
- Use this book as a means of communication between yourself and your child's educators
- Motivate and encourage your child, but don't ever do the tasks assigned to them by teachers
- If used correctly, this book can help you to keep in touch with your child's progress and performance

Guidelines to Scholars

- Bring this diary to school regularly
- It is a good practice to keep a diary for each task
- Present this book to your parents for signature as and when asked