



# JESUS' SACRED HEART SCHOOL DX-1, SOUTH CITY, LUDHIANA

Cir. No.:JSHS/228(a)/0316

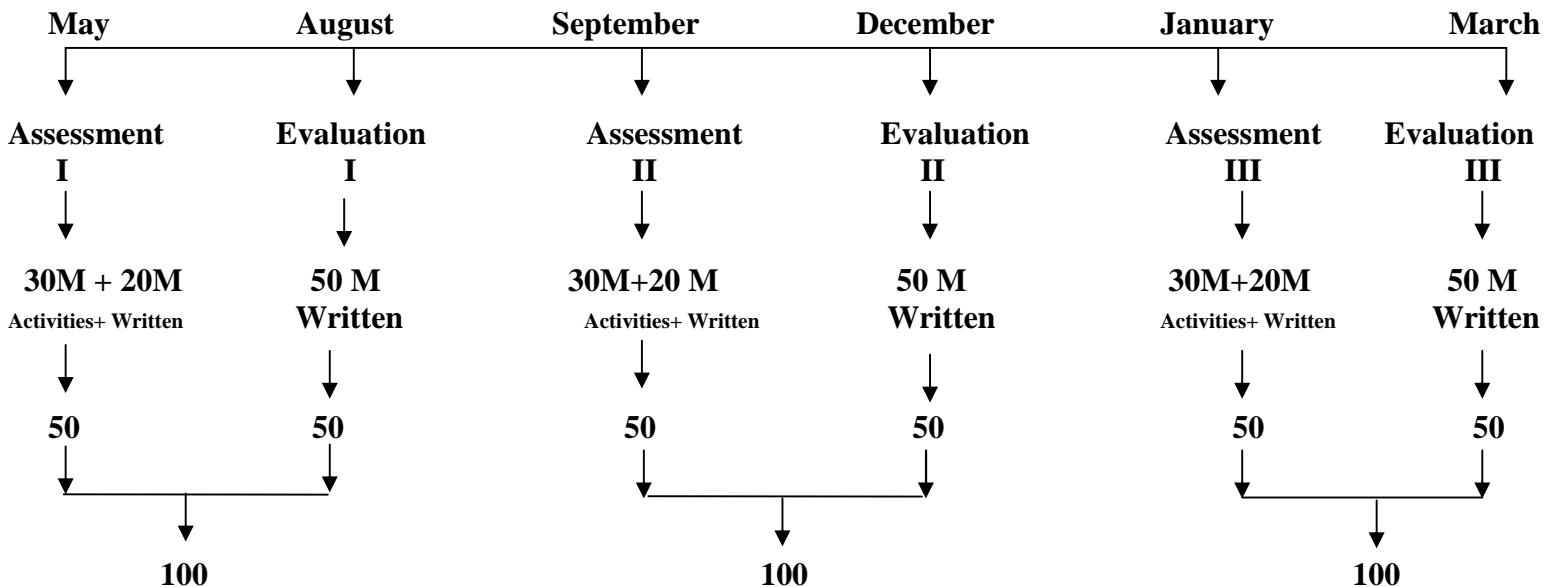
Home and school go hand in hand to create a learning environment for the child. So it is important that we walk the distance together on the same plane. Here are some guidelines that will help us achieve the desired goal – 'the child's uninhibited growth.'

Respected Parents,

To work hand in hand and polish the skills and personality of your child when he is opening his arms to embrace a new world, here are some particulars which will help you to be a part of his/her newly acquired world.

## Assessment Plan for Classes I-III

**Major Subjects:- (E.V.S, Maths, English, Hindi, Punjabi)**



## G.K and computers:-

These subjects will be evaluated through various written, oral class tests and practical activities.

## Preparation for Assessment:-

- To reduce the stress and anxiety among the students and the parents, **date sheet will not be given to the parents**. Only particular slot of days will be notified where the presence of students will be mandatory. Students will be prepared for assessments in the school itself but to bring out the best in your child academically be regular in revising the topics done in the class.

## Project Period and Formative Task Planner:-

- Project Period will be held on Fridays or any other date as notified in Task Planner. Project period will be utilised for activities which may include Projects, Group Discussions, Debates, Speeches etc. These activities are mentioned in the syllabus. Formative Task planner will be given for every assessment mentioning the dates of activities. Most Projects will be done in the class and some will be given for homework especially during vacation. Ensure your child prepares the projects himself. Please be regular in sending the required material and your wards presence is a must too. Activities will not be conducted again.

## Circulars:-

- You will be receiving circulars and diary notes every 2<sup>nd</sup> and 4<sup>th</sup> Thursday regarding any information the school wants to disseminate to the parents .Please refer to the activity calendar regarding the holidays and Wednesday activities.

## Xseed:-

- School has tied up with Xseed to provide an innovative approach to make learning fun. Every topic is taught with the help of activities and is made enjoyable while concepts are thoroughly cleared. Every content book comes along with 3 workbooks which will be done simultaneously.

### Creative Assignments:-

- ✚ Certain creative Assignments will be given at the end of the week. Certain assignments will be done in school and some will be given as home task.

### Homework schedule:-

- ✚ Homework schedule has been planned for the subject wise Homework to be given daily. As homework of one subject will be given, only the concerned notebook and book will be sent home that day. Every Friday, all the notebooks will be sent home to keep the parents informed about the work done in the week and the same will be collected back on Monday. Some books will be permanently kept in school like G.K, French, Art & Craft and computers and will be sent home as and when required by the teacher.

### Test Plan:-

- ✚ It has been planned according to the Homework schedule and is not intimated to the parents or students. Test day of every subject is fixed. These tests can be written or oral. A proper test record is maintained to evaluate child's performance throughout the year, by every subject teacher. Marks will be updated in students diary also. (at the back of the diary). Parents are required to sign the diaries regularly.

### Maintenance of notebooks:-

- ✚ Notebooks need to be maintained and well labelled . Books are to be labelled properly too. Ensure the neatness of books as well as notebooks. **Workbooks will be asked for, from time to time as required by the teachers.** Kindly send only well labelled notebooks.

### Life Skills :-

- ✚ To inculcate values among the students, Life Skills will be taken as a part of E.V.S. Every month one topic of Life Skills will be taken for discussion/ Activity. Child's response, etiquettes, behavior etc will be graded. School Counsellors will be taking sessions to educate children upgrading life skill.

### General Knowledge:-

- ✚ A regular part of school syllabus to keep student abreast of latest happenings around them. **There may be few activities to be done online for G.K as recommended in the course book.** So do help your child with the same.

### Language lab:-

- ✚ To enhance the confidence of public speaking and to strengthen their base as global citizens it is important to give emphasis on the usage of English Language. To polish this linguistic ability students are ushered into the exciting world of a unique language learning programme-An English Lab.

### Smart class:-

- ✚ A visual treat is provided to students through Smart Class Programme. It furnishes up-to-date material and supplements classroom teaching through presentations, slides and pictures.

### Labs:-

- ✚ To develop reasoning and analytical skills, students are taken to different labs like Science lab, Maths lab, Eng lab on a regular basis.

### Conduction of Morning Assembly:-

- ✚ Students are encouraged to conduct Morning Assembly so as to instill in them stage presence and confidence. There are weekly class wise presentations where every child is given a chance to speak on the stage. Ensure your ward's presence on the day of his turn.

### Vocabulary Words & Dictation:-

- ✚ Every month a list of difficult words is given from each subject, out of the syllabus covered in that particular month. A dictation of the same is taken every last Thursday of the month. This is done to ensure better command over spellings & success in exams too. Parents are requested to get these words revised at home.

### Co-scholastic Assessment:-

- ✚ Apart from Scholastic Assessment there will be Co-scholastic Assessment also. It is related to learner's life skills, attitude, interest, values, physical education and co-curricular activities. Every attribute and behaviour of student is graded on a continual basis.

### Competitions:-

- ✚ Every Wednesday(except club days), Inter House and Inter class competitions related to creative streams and sports will be held. Motivate and prepare your child to participate in all such competitions.

### G.S Memorial Inter School Festival:-

- ✚ To enhance competitive spirit in children G.S Memorial Inter School festival has been introduced for students of Classes I-V wherein most prominent schools of Ludhiana district and the adjoining areas participate in various Sports, Cultural and Creative activities. This year we will be hosting 5<sup>th</sup> Inter School Festival.

### Wednesday Activities and clubs:-

- ✚ Apart from activities which include Cricket, Handball, Kho-Kho, Skating, Martial Arts, Swimming, Gymnastics, Music, Dance, Art & craft students will also be a part of clubs like Fitness club, Personality development, Creative Club and Literati Glitterati Club.
- ✚ Child can choose between any one creative interest and one sports activity for a period of six months. A detailed circular will be sent.

### French Language:-

- ✚ Class-II onwards French will be taught as a compulsory subject. There will be no formal exam for French but student will be graded as per his/her class performance, aptitude & interest.

### Swimming, Skating& Martial Arts :-

- ✚ Students will have Swimming, Martial Arts, and Skating classes in their yearly curriculum.
- ✚ Please send a separate hand bag carrying the swimming costume, slippers and towel for swimming period. This is to avoid wetting and spoiling of books due to the wet clothes. Hand bags and all belongings should be tagged well.
- ✚ For Skating, students will keep their skates in a separate bag in the class itself to avoid carrying load every week. Skates must be well labeled with child's full name written on the bag and skates itself.

### Leave Record:-

- ✚ If your child is absent from school for one or two days, maintain the leave record in the school diary itself and separate application is not required. If in case the leaves are more than two, due to illness, please send a medical certificate positively. **90% attendance is compulsory.** Long leaves are required to be sanctioned from the Principal before hand. In case of more than three leaves without intimation, you will have to initiate Re-admission procedure. **(Half days leaves are not allowed)**

### Break:-

- ✚ The students of Grade I -V will have a fruit break as well as a lunch break. So please send healthy tiffins for both. Fruit tiffin is compulsory . Biscuits, fruit juice, breakfast cereals etc are not part of fruit tiffin. Kindly follow the diet chart strictly. Please refer to page no. 13 of diary for details. Kindly note that the mats and aprons will be sent home on Friday and they have to be sent back to the school after washing on Monday positively.

### ClassPresentation:-

- ✚ To enhance child's confidence as a public speaker, an annual class presentation is conducted wherein all students get a chance to speak before parents and teachers.

### Birthday celebrations:-

- ✚ Birthday celebrations to be kept to the minimal hence no elaborate celebrations will be allowed. Please send only one chocolate or two sweets per child of the class which should not cost more than Rs. 10 per child **Children should come in school uniform only.**

### Activity Calendar:-

- ✚ All celebrations & competitions are mentioned in the activity calendar for your ready reference. Holidays are indicated in Activity Calendar. There will be no notification from school side regarding the same.

### Queries:-

- ✚ In case of any suggestions or complaints related to any issue, the school helpline(i.e. **9216100465/ 9216000465**) is available from **9:00 am to 1:00 pm** on all working days. You can come and meet the teachers and Co-ordinator on all Saturdays except second Saturday between **10:00 am- 12o'clock**( by prior appointment only) Kindly refer to diary for details of timings for meeting the Principal/Vice Principal. We assure that a solution will be sought out for your complaints and queries in a time period of less than 24 hrs. Please confide in us and have a word with us whenever you have a doubt regarding anything. We are partners in ensuring the better future of our children. So let us believe in each other and support each other always.

## **Subjects in the Curriculum:-**

✚ Following Subjects will be taught:-

**Class:- I to III** 1. Eng 2. E.V.S (Environmental Science) 3. Maths 4. Hindi 5. Punjabi (Introductory Subject in Grade I) 6. G.K 7. Computers 8. French (From II onwards)

Kindly send all the Xseed Content Books & other Subject books labeled with name slips provided by the school. Books are to be covered with milky white covers and notebooks with cellophane. Also send the following:

	<b>Class-I</b>	<b>Class-II &amp; III</b>
Xseed Workbooks Vol.1	All Subjects	All Subjects
4 lined notebooks	4	5
2 lined notebooks	2	2
Notebooks with Squares	1	1

## **General Rules:-**

- ✚ Discipline is an important virtue to possess. Hence a great emphasis is laid on it, in every aspect of School life. Every little misconduct of the child is checked and reported by the teacher in Report of student at the back of the diary. Do keep a regular check of it. In case of repeated offences warning cards are issued .
- ✚ Every Wednesday , tracksuits are compulsory .
- ✚ Girls with long hair must plait them up into two plaits neatly, with sky blue ribbon & girls with short hair must wear a sky blue cloth band . Sikh boys must wear Sky blue patkas.
- ✚ Kindly read all rules and regulations given in diary.
- ✚ Session 2016-17 will start from 30<sup>th</sup> March, 2016 (Wednesday).
- ✚ School timings will be 7:45 a.m. to 2:15 p.m. (Saturdays will remain off for all students).Summer uniform code will be followed. Refer to Page no. 18 of scho.ol diary for uniform details.
- ✚ A parent Id card will be issued to all the parents. Those parents who wish to supervise their children back home must carry it along and show it on the front desk. It must be carried every time the parent visits school for function, class presentation, PTM etc.
- ✚ Kindly note that child is required to come in school uniform on PTM's, class presentations etc. in case a sibling who is studying in this school is accompanying the parents for class presentation or any other class specific function, then he is also required to come in school uniform.
- ✚ **The School will remain closed on all Saturdays.** On last Saturday of the month there will be a walk-in- PTM where parents can come and meet teachers between 9:00 a.m. -10 a.m.. It's not mandatory for all parents to attend this walk-in-PTM. Parents having problems can come and meet the teachers.

## **Important Links:**

- School website: [www.jesussacredheart.com](http://www.jesussacredheart.com)
- For updates on events and happenings in school kindly visit:  
<https://m.facebook.com/jesussacredheartschool/>
- Xseed program : <https://www.youtube.com/watch?v=uQDev88nTG4>

*(Principal)*