



Respected Parents,

Cir. No.:J.S.H.S/260/C/0317

Education can be linked to a great big canvas and this year we would like our students to throw as much paint as they can on the canvas of their education. To make this journey easy for the parents and the students, here are some particulars which will help you to acquaint with the nearly acquired world.

Evaluation of Academic Subjects (Grade IV-X)

Type of assessment	Marks	Month
Periodic Test I	30	May
Periodic Test II	50	September
Periodic Test III	80	January
Final Exams	80	March

- ❖ From session 2017-18, X grade will be appearing for the external Board covering 100% of syllabus.
- ❖ Apart from theory exams there will be regular internal assessment on the basis of subject enrichment activities like speaking and listening skills, Reading Dictation, debates etc. Project work, practical lab work, Map work, notebook maintenance and submission which will constitute 20% of marks.
- ❖ There will be increasing portion of content to be assessed and all periodic tests have weightage in final calculation of results.
- ❖ Co-scholastic activities will be graded on 5 point grading scale.
- ❖ **Innovative teaching:** In Grades IV and V we will follow Xseed an innovative approach to learning. Its anactivity based learning system wherein each topic is done with the help of activities. A content book and 3 workbooks will be done simultaneously. In gradesVI - VIII Elevate worksheets will be for three major subjects- SST, Sci, Maths. These worksheets cater to all sorts of differential activities for all types of learners. There are activities based on speaking, reading, surveys, enactments etc. They will ensure all round learning & better concept clearance.
- ❖ **Assemblies:-**Classwise assemblies are conducted wherein each and every child is given anopportunity to come forward which enhances their confidence and helps them in overcoming the stage fears.
- ❖ **Maintenance of Folders:-** Students are required to maintain a folder and update all subject enrichment activities/projects in the folder and tag it properly.
- ❖ **Project day and Task Planner:-**Project day will be held once a month in specific months mentioned in the activity calendar. Project day will be utilised for activities which may include Projects, Group Discussions, Debates, and Declamation etc. These activities are mentioned in the syllabus. Planner will be given mentioning the details/nature of activities. Most Projects will be done in the class and some will be given for homework. Ensure your child prepares the projects himself. Please be regular in sending the required material and your wards presence is a must too.
- ❖ **HBT:-**To ensure systematic revision, one Home Based test assignment will be sent every Friday, where in parents are requested to ensure that child revises the blocks/chapters put up in the test and then completes the test in their presence. Parents are also requested to check the test and give marks accordingly. Further the teacher will cross check the HBT. To drill in the concepts further revision sheets are also sent home.
- ❖ **Competitions:-**On every Wednesday, house wise competitions will be held for creative streamsand sports. These competitions are mentioned in activity calendar and in case some additional information is required, it will be done through diary notices.
- ❖ **Birthday celebrations:-**Birthday celebrations to be kept to the minimal. Hence no elaborate celebrations will be allowed. Please send only one chocolate (Rs. 10/-)or two sweets per child of the class. **Childrenshould come in school uniform only.**
- ❖ **Wednesday Activities and Clubs:-**To amalgamate learning with fun, every Wednesday willbe devoted for activities. Circulars regarding Wednesday Activities and clubs will be sent in details. Child can choose any one Wednesday activity for a period of six months and one club which will continue for the whole session. Track suits according to the houses should be worn on Wednesday. Club days are specified in activity calendar.

- ❖ **Mini Activity:**-For grade II onwards each students is required to choose any one mini activity related to music and dance which cannot be changed once chosen. It will be a part of regular music and dance period. A detailed circular will be sent.
- ❖ **Leave Record:**-If your child is absent from school for one or two days, maintain the leaverecord in the school diary itself and separate application is not required. If in case the leaves are more than two due to illness then please send a medical certificate positively. **90% attendanceis compulsory.** Long leaves are required to be sanctioned from the Principal, prior to the leave.
- ❖ **Activity Calendar:**-All celebrations & competitions are mentioned in the activity calendarfor your ready reference. Holidays are indicated in Activity Calendar. There will be no notification from school side regarding the same.
- ❖ **Break:** **The students of grade IV-X will have two breaks: fruit break as well as a lunch break.** So please send healthy tiffins for both. Child can have fruits/ breakfast/cereals in fruit break and a well balanced meal according to diet menu in lunch break. Kindly follow the diet chart strictly. Please refer to page no. 13 of diary for details. Kindly note that the mats and aprons(grades IV-V) will be sent home on Friday and they have to be sent back to the school after washing on Monday positively.
- ❖ **Mobile app and Students portal:** Mobile App and Student Portal has been introduced in session 2016-17.Parents are requested to keep updating themselves regarding their child’s performance by logging in to the students portal or mobile app. The details of attendance, assignments, HBTs, fees, library book issue and return details,syllabus, examination results, winners of competition (if any) of the child will be uploaded regularly.
- ❖ Parents will be receiving automated messages & emails of absence of child and the information for activities and competitions to be conducted in the next coming days. Kindly ensure the presence of your ward on the day of activity or competition as the same will be conducted again.
- ❖ Please be informed that all the circulars will be updated on school’s website for your reference.
- ❖ **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.
 - Every Wednesday , tracksuits are compulsory.
 - **Kindly call at Front Desk (9216100465,9216000465) in case of any complaint.** Yourcomplaints at the front desk will be given a complaint No. and it will be solved within 24 Hours.
 - You can come and meet the teachersand Co-ordinator on all Saturdays except second Saturday between **10:00 am- 12 ‘o’clock** (by prior appointment only). Kindly refer to diary for details of timings for meeting the Principal/Vice Principal.
 - Session 2017-18 will start from **3rd April, 2017 (Monday)**.School timings will be 7:30 a.m. to 1:30 p.m. (Saturdays will remain off for all students).Summer uniform code will be followed. Refer to Page no. 17,18&19 of school diary for uniform details.Girls are required to tie their hair in one/two plaits using school hair band (same as colour of school skirt in summers). Colouring/Bleaching of hair is not permitted. Girls with short hair will wear a sky blue hair band. Fancy clips and bands are not allowed. Non- Sikh boys should get a haircut at regular intervals. Sikh boys should wear patkas (same colour as of shorts/pants).
 - A set of two parent Id cards 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, 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.

Important links:

- School website: 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