



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

## ASSESSMENT SYSTEM (GRADE IV onwards) (Cambridge )

CIR NO: JSHS/0588A/0326

DATE: 17.03.2026

Dear Parents,

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-VIII)

TYPE OF ASSESSMENT	MARKS	MONTH
Formative Assessment I	30	May
Summative Assessment I	80	September
Formative Assessment II	30	December
Summative Assessment II	80	March

- ❖ Learners will be assessed through a comprehensive and continuous evaluation process. In addition to the scheduled theory examinations, internal assessment will play a significant role in evaluating learner's understanding, skills and over all progress.
- ❖ Internal assessments will be based on formative assessments, project work notebook maintenance and subject enrichment activities which may include group discussions , research assessment, case studies , presentations, concept based investigations, problem solving tasks, data interpretation, exercises and collaborative learning projects.
- ❖ These components will together constitute 20 % of the total marks in both summative Assessments I & II.
- ❖ **The Cambridge Report Card** is designed in alignment with the Cambridge Curriculum Framework and is based on clearly defined Cambridge learning objectives and learning outcomes. It provides a comprehensive profile of each learner, helping parents understand their ward's academic progress, skill development, and overall growth in a clear and transparent manner.
- ❖ The report highlights subject-wise learning objectives across domains such as knowledge, understanding, skills, and application. Specific performance indicators and achievement levels are used to evaluate the learner's progress and to identify strengths as well as areas that need improvement.
- ❖ Assessment is conducted through reflection worksheets, activity-based tasks, classroom participation, and subject-specific assignments, in line with the Cambridge approach to formative assessment, which focuses on understanding, inquiry, application, and critical thinking.
- ❖ The assessment process is continuous and comprehensive, based on regular classroom learning, observations, and student engagement in various learning activities, ensuring meaningful feedback for both students and parents and supporting the learner's holistic development.
- ❖ Co-scholastic activities will be graded on 3 point grading scale.

❖ **Compiled Test:** A compiled test of all major subjects from the syllabus covered throughout the month will be conducted in the Last week of every month during regular periods. Kindly ensure the preparation for the same.

❖ **Innovative teaching:** Grade IV onwards, the school will adopt the Cambridge Curriculum and Assessment for the following subjects: English, Mathematics, Science, Global Perspectives, French (mandatory as per Cambridge requirements), and Computing. These subjects will be delivered through an innovative learning approach. Other subjects will continue to be taught using books published by renowned publishing houses.

❖ **Skill Based Subjects :** As a new initiative to promote and foster skill based education , JSHS has introduced skill based education for students of VI-X from session 2023-24 wherein these subjects will be incorporated in the curriculum.

**The subjects introduced for**

**Grade VI-VIII :**

**Artificial Intelligence + Robotics, Design Thinking, Financial Literacy , Mass Media, Coding**

**Grade IX – X :**

**Information technology (IT) , Design Thinking , Artificial Intelligence (AI), Financial Literacy**

These skill subjects will help the students to learn employability skills and make them future ready.

❖ **Assemblies:-** Class wise assemblies are conducted wherein each and every child is given an opportunity 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 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.

❖ **Revision Strategy:-**To ensure systematic revision, one **Cambridge Quest (CQ)** as per schedule will be sent every Friday, where in parents are requested to ensure that child revises the blocks/chapters put up in the CQ and then complete the CQ in their presence. Further the teacher will discuss the CQ in class. To drill in the concepts Revision sheets, Compiled sheets are also sent home for additional practice from time to time. **CQ's will be uploaded on snap homework, portal & mobile app.**

❖ **Competitions:** - On every Wednesday, Intra class / Inter class & House wise competitions will be held for co-curricular streams. The Inter House sports competitions have been planned and will be conducted on Saturdays, so as to give ample opportunities to the students in co-curricular as well as sports competitions. For the same students will have to be picked up and dropped by the parents as per the competition planned. These competitions are mentioned in activity calendar and in case some additional information is required, it will be done through diary notices.

Parents will be allowed to see their children performing in various matches on Saturday.

❖ **Birthday celebrations:-**Birthday celebrations to be kept to the minimal. Hence no elaborate celebrations will be allowed. Please send only one chocolate (**Rs. 10-20/-**) or two sweets per child of the class. **Children should come in school uniform only.**

❖ **Wednesday Activities and Clubs:** - To amalgamate learning with fun, every Wednesday will be devoted for activities/clubs. Students opt for activities such as Cricket, Basketball, Skating, Martial Arts, Swimming, Gymnastics, Art & craft, and also become a part of clubs like DIY club, cookery club, sculpture

club, dance club, Artisan club, Yuva Club, MUN, Young writers club etc. Child can choose any **one Wednesday activity** and **one club** which will continue for the whole session. A detailed circular in form of Google form link will be sent. Club days are specified in activity calendar.

- ❖ **School Cinema:**-It is an innovative film based **learning module** that reaffirms **life skills and values** for students. The program will be introduced for class IV onwards this session. School cinema uses cinematic storytelling and thought provoking workbooks to **address life's challenges and instils values** in students.
- ❖ **Mini Activity:** - For grade I onwards School also offers one **Mini activity** as a part of weekly curriculum which will be conducted during regular music and dance period and to be continued for the whole session. This activity has been designed to augment the particular skill of the student, in their own area of interest. Any one activity is to be opted out of the options given. A detailed circular will be sent.
- ❖ **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 then please send a medical certificate positively. **90% attendance is compulsory**. Long leaves are required to be sanctioned from the Principal, prior to the leave. **Students won't be allowed to appear for exams in case of Attendance less than 75 %.**
- ❖ **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.
- ❖ **Break:** **The students of grade IV-XII will have two breaks: fruit break as well as a lunch break.** So please send healthy tiffin 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.

### **Mobile app and Student portal:**

There are **2 apps** pertaining to the school i.e. **Snap homework and School mobile app:**

#### **SNAP HOMEWORK**

1. Go to Google Play Store / App Store and Search "Snap Homework".
2. Install and open app.
3. Tap on New User.
4. Enter Your Name, Mobile Number & Password.
5. Tap on Create Account.
6. Complete the Phone Verification.
7. Tap on Join Your School at the bottom of the screen.
8. Tap on "Parent".
9. Enter Child Name, Class Code\* \_\_\_\_\_ and admission no. and tap on Add Child
10. Your account is active now.

**\*Please note that the class code will be provided later through SMS on the registered number in last week of March.**

#### **MOBILE APP**

Download **Campus care 10x** from play store/ app store.

**School ID will be JSHLPB**

**Username: Registered Mobile no.**

**Password: (will be sent by school via SMS)**

Other than this student details can be checked via school portals by visiting the school website ([www.jesussacredheart.com](http://www.jesussacredheart.com)) and clicking on the student portal link.

The credentials are same on portals as used for Mobile app.

**Parents are requested to regularly stay updated about their child's progress by logging in to the Student Portal / Mobile App.**

The app provides important information related to your child, including:

- \* Attendance records
- \* Examination results
- \* Results and achievements in co-curricular and sports competitions
- \* Library book issue and return details ( Grade I onwards)
- \* Assignments and academic updates
- \* Fee details

In case of any discrepancy in the uploaded information, especially regarding attendance (100%), examination results, or co-curricular and sports results, parents are requested to bring the matter to the notice of the school on or before the Final PTM through written information at the Front Desk. No request will be entertained thereafter.

Parents can also track the school bus through the GPS tracking facility available in the app. The route details, along with the driver's and conductor's names and their contact numbers, are also accessible on the app for your convenience.

As a step towards a paperless society, from Grade I onwards all assignments will be uploaded on Snap Homework, the Student Portal, and the Mobile App.

**Mobile app. & Student portal** can be accessed 24 x 7 on all working days including Sundays.

Parents will be receiving automated messages & emails of absence of child and information of the activities and competitions to be conducted in the upcoming days. Kindly ensure the presence of your ward on the day of activity/competition.

- All diary notices will be updated on Snap homework & all the circulars will be updated on Snap homework and 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' page at the back of the diary Do keep a regular check & sign it regularly.**

- Kindly refer to Page no. 19 of school diary for uniform details. **Girls are required to tie their hair in one plait using school hair band and rubber band (same as colour of school tie).**
- **Students are required to wear black shoes on all days including Wednesdays. For Boys shoes with Velcro straps (PNSY- III)/ with laces (IV & Above) & for Girls Black shoes with the strap are to be worn on all days. Adidas Article No. D70443, Liberty Article No. 990602TV & Bata Article No. 339- 6249 are allowed.**
- Colouring/Bleaching of hair is not permitted. Girls with short hair will wear band only. Fancy clips other than black are not allowed. Non- Sikh boys should get a haircut at regular intervals. **Sikh boys should wear patkas (same colour as of school tie).**
- Every Wednesday, tracksuits are compulsory.
- A set of two parent Id cards has been 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.

## **Transportation :**

Please note that all students have been allotted a pick/drop point and in case a parent is unable to come at the pickup point on time, then **the drivers have been instructed to bring the child back to the school considering the safety of the child.** The parents will then have to come to school to pick up the child after presenting the parent I card.

- ❖ Parents are also requested not to involve in any argument with Driver/conductor/female attendant or the teachers sitting in the bus. Drivers contact no. is given for your information kindly don't call them repeatedly as it disturbs them while driving, please contact the conductor in case of emergencies. For the safety of the children, let's be polite to each other and have patience. Transport facility of the student may be suspended or even cancelled if any such confrontation reported. In case of any complaint, it should be brought into notice of Transport Incharge/front Desk Co-ordinator.
  - ❖ In case the bus driver/conductor/female attendant are not behaving properly or are rude the same should be reported at the school's no. 9216100465/9216000465 Also in case you see the driver using mobile phones please report the same.
  - ❖ Temporary change in van route will not be permitted.
  - ❖ No child will be allowed to go with any of his/her friend even if application is received from the parent side. A child will go back to his/her drop point only from school.
  - ❖ In case a parent wants to pick his/her ward who commutes by school van, then the parent should inform the front desk by 1:00 p.m. for Grades PNSY, NSY & IV-XII.
  - ❖ In case a parent wants to pick his/her ward who commutes by school van, then the parent should inform the front desk by 2:15 p.m. for Grade L.K.G-III.
- **Kindly call at Front Desk (9216100465, 9216000465) in case of any complaint. Complaints received at the Front Desk will be registered and resolved within 24 hours.**
  - You can come and meet the teachers and Co-ordinator on all Saturdays except second Saturday between **10:00 am- 12:00 noon** (by prior appointment only). Kindly refer to page no. 16 of the
  - diary for details of the timings for meeting the Principal.
  - Let's work hand in hand for the safety and security of our children

## **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**