

Sunrise English Private School

-L.L.C - O.P.C

Education and Knowledge Department, License No. 1/466 - Date 15/04/2008
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مدرسة الشروق الانجليزية الخاصة

ذ.م.م - ش.ش.و

وزارة التعليم والمعرفة ترخيص رقم ١٤٦٦ / ٢٠٠٨ / ١٥ / ٢٠٠٨
 مسندوق البريد ٧١٣٥٦ أبوظبي
 تلفون رقم: +٩٧١٢ ٥٥٢٩٩٨٩ ، فاكس: +٩٧١٢ ٥٥٢٧٨٣٧
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ASSESSMENT POLICY

Document Type	Policy
Administering Entity	School
Latest Approval / Amendment Date	24 June 2025
Previous Approval / Amendment Date	
Approval Authority	Principal
Indicative Time of Review	December 2026





1. PURPOSE:

1. The purpose of this policy is to ensure effective implementation and compliance of the assessment system prescribed by the CBSE.
2. To ensure teachers comply with the original requirements of the CBSE and ADEK in conducting the assessments.
3. To measure the learning outcomes at defined ages and stages as prescribed by the CBSE and ADEK.
4. To ensure valid and high-quality curriculum (CBSE) delivery to improve student achievement.
5. To comply with the curriculum requirement of the CBSE and also for its successful implementation.
6. To ensure that the quality of teaching and assessment is not diluted during the time of distance learning.

2. POLICY STATEMENT:

The school will follow the assessment system specified by the CBSE and ADEK in all the Grades from 1 to 12.

3. RESPONSIBILITY:

To ensure the effective implementation of this policy:

- a. Training programs and workshops will be conducted for all teachers.
- b. Provide access to this policy for all the teachers concerned.
- c. Strict supervision by the Middle and Senior Leaders to ensure 100% compliance and effective implementation of the policy.
- d. Address any violation of this policy with disciplinary actions.
- e. Teachers will be responsible for understanding and implementing this policy.
- f. Teachers are encouraged to report serious violations of this policy to the Principal or VP. All such reports will be kept confidential.

ASSISTANCE:

For assistance or further information, contact the Exam Coordinator, VP or Principal.





TYPES OF ASSESSMENT IN KINDERGARTEN

ASSESSMENT FOR KG-1 & KG-2 (Kindergarten)

CLASSIFICATION OF THE SUBJECTS

Subjects will be classified as follows

Area	Subjects
Language Development	Literacy , Arabic (as per ADEK requirement)
Numeracy	Math Concepts
Environmental Awareness	Understanding of the World
Creative Expression	Art & Craft, Music.
Physical Development	Physical Education, Free Play, Motor Skills Activities

TYPES OF ASSESSMENT

Type of Assessment	Description	Frequency
Monthly Assessments	Based on day-to-day observations, class activities, worksheets, and conversations	Ongoing
Thematic Assessments	Evaluates learning through activities related to monthly/term-wise themes	Monthly
Portfolios	Collection of student work across subjects and terms	Maintained throughout the year
Anecdotal Records	Teachers' narrative records of student behaviors, progress, or incidents	Weekly
Checklists & Rubrics	Skill-based evaluation tools for cognitive, social, emotional, and motor development	Monthly
End-of-Term Report	Holistic summary of learning and development	Thrice a year (Term 1, Term 2 & Term 3)





PROMOTION RETENTION POLICY

- ❖ All students of KG-2 will be promoted to the next higher lever irrespective of their level of achievement.
- ❖ No retention in KG 1 & KG 2.

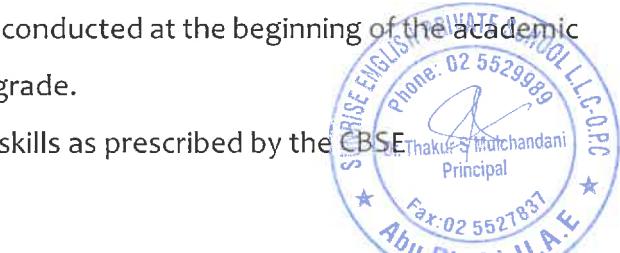
ASSESSMENT FOR GRADES 1, 2& 3

CLASSIFICATION OF THE SUBJECTS

- ❖ Subjects will be classified as Graded and Non-Graded subjects (core subjects). The following subjects are Non-Graded subjects or core subjects for Grades 1,2 and 3.
 - English
 - Hindi/Special English/ Malayalam
 - Arabic
 - Mathematics
 - EVS
 - Islamic Studies/Moral Science
 - UAE M.S.C. St.
- ❖ Following subjects are considered as Graded Subjects (only grades are entered in the scoresheet).
 - Music
 - Physical Education
 - Dance
 - Computer Science
 - Art Education
- ❖ These subjects are graded once in a term.

ASSESSMENT SYSTEM FOR GRADE 1,2&3

- ❖ An exhaustive BLA (Baseline Assessment) will be conducted at the beginning of the academic year to assess the curricular expectation for the grade.
- ❖ The school will follow the assessment of various skills as prescribed by the CBSE.



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الموقع:

- ❖ Grade 1, 2 & 3 will have two terms in this academic year named as term 1 and term 2.
- ❖ Term 1 includes April, May, June, August and September.
- ❖ Term 2 includes October, November, December, January, February and March.
- ❖ All the subjects will have the assessment of different skills as specified by the CBSE (Skills and the frequency of the assessment of the skills are mentioned in this policy. Scores for each skill will be shown separately in the score sheets)
- ❖ Written assessments which is the part of assessing the writing skill for all the subjects will be conducted on the days scheduled and marked in the school calendar. (ENG/HINDI/MALAYALAM/MATH/EVS).

Grade	Exam Name	Marks	Exam Month
1,2 &3	FA1 & FA2	30 +10(internal)	JUNE & JANUARY
	Half Yearly (term-1)	60	October
	Final Exam (term-2)	60	March

Assessment of writing skills will be conducted twice in a term.

- ❖ Evaluation of the answer papers will be completed within 7 days of the assessment.
- ❖ Answer papers of the final written assessment will not be returned to students. Detailed and constructive feedback on the performance of children will be initiated by the teachers.
- ❖ Marks of different skills for a term will be calculated and converted to grades. Teachers are instructed to use the rubrics for the assessment of various skills.
- ❖ These grades for each skill will be shown on the progress card.
- ❖ Grade/mark list must be handed over to the class teachers before the Open House.
- ❖ Co-scholastic areas like Physical Education, Art, Music, Dance, etc. should be provided with grades for concerned skills mentioned in the rating scale once in a term.
- ❖ CBSE has recommended a five-point scale for indicating the achievements in the following order



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- ❖ Grade should be entered in the consolidated grade sheet.

A	OUTSTANDING	5marks
B	EXCELLENT	4marks
C	VERY GOOD	3marks
D	GOOD	2marks
E	CAN DO BETTER	1mark

COMPETENCY/SKILL FOR ENGLISH, HINDI AND ARABIC/MALAYALAM ASSESSMENTS

ENGLISH/HINDI/ARABIC

Reading skill
(Twice a term)

Speaking skill
(Twice a term)

Listening skill
(Twice a term)

Writing skill
(2 TIMES)

Note Book
checking (2
times in a
year)

COMPETENCY/TESTING AREAS FOR MATH ASSESSMENT

MATHEMATICS

CONCEPT
(WRITTEN) 4 times

NOTE BOOK
CHECKING (2
times a year)

MENTAL MATH
(2 times a year)

REASONING
(2 times a
year)



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موقع:

COMPETENCY/TESTING AREA FOR EVS ASSESSMENT

ENVIRONMENTAL SCIENCE

CONCEPT
(WRITTEN) 4 times

Project/Assignments (2 times a year)

Note Book Checking (2 times a year)

CRITICAL THINKING(2 times a year)

COMPETENCY/TESTING AREA FOR ISLAMIC ASSESSMENT

ISLAMIC EDUCATION

WRITTEN
(WRITTEN) 4 times

Quran Recitation
(Twice a term)

Note Book Checking(Twice a term)

Assignment
(Twice a term)

COMPETENCY/TESTING AREA FOR COMPUTER EDUCATION ASSESSMENT

Computer Education

SKILL (Written -2 tests in a year)

Computer Lab Activity (Once in a term)



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الموقع:

CO -SCHOLASTIC ASSESSMENT

Physical Education (Once a term)

Enthusiasm

Talent

Discipline

Team spirit

COMPETENCY/TESTING AREAS FOR ART AND CRAFT ASSESSMENT

Art (Once in a term)

Interest

Creativity

Skill

COMPETENCY/TESTING AREAS FOR MUSIC AND DANCE ASSESSMENT

MUSIC & DANCE (Once in a term)

Interest

Rhythm

Melody

ABSENT FOR THE ASSESSMENT

- ❖ It is mandatory for a student to appear in all the assessments
- ❖ An average grade will be awarded to those students who are absent on medical ground in any of the assessments.

PROMOTION RETENTION POLICY

- ❖ All students from Grades 1,2 &3 will be promoted to the next higher level irrespective of their level of achievement.
- ❖ However, the performance of the students will be analyzed, and feedback will be given to the students and parents based on the assessments conducted.
- ❖ Students will be encouraged to set their goals and the same will be informed to the parents.
- ❖ Students must score a minimum 50% marks for Arabic, USST & Islamic studies
- ❖ No retention in Grades 1, 2 &3



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ASSESSMENT FOR GRADES 4 & 5

- ❖ Subjects are classified as Graded and Non-Graded subjects (core subjects). The following subjects are Non-Graded subjects or core subjects for Grades 4 & 5
- ❖ The school will follow skill assessment for Grades 4 & 5

CLASSIFICATION OF THE SUBJECTS

Graded subjects (core subjects).

1. English
2. Hindi
3. Special English/ Malayalam
4. Arabic
5. Mathematics
6. Science
7. Social Science
8. UAE M.S.C St.
9. Islamic Studies/Moral Science.

GRADED SUBJECT – Co-Scholastic

- Music
- Physical Education
- Dance
- Art Education
- Computer Science

○ ASSESSMENT FOR GRADES 4 & 5

- ❖ An exhaustive BLA (Baseline assessment) assessing the curricular expectations for the grade will be conducted at the beginning of the academic year. This will be holistic, and the findings will be recorded and used by teachers while teaching.
- ❖ There will be two terms in an academic year. (First term- April, May, June, August and October)



Recognized & Approved by the Ministry of Education, Abu Dhabi - UAE
Affiliated to the Central Board of Secondary Education, New Delhi - India
AFF/No/6630033 Member - Council of CBSE Affiliated Schools in the Gulf

مخصصة من قبل وزارة التربية والتعليم العربية المتحدة
عضو في المجلس المركزي للتعليم الثانوي بيهودي - الهند - رقم العضوية ٦٦٣٠٠٢٣
عضو في مجلس سب.بي. (صي)، بالانضمام للمدارس في الخليج

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موقع:

- ❖ Second term- November, December, January, February, and March.
- ❖ All the subjects will have the assessment of different skills as specified by the CBSE (Skills and the frequency of the assessment of the skills are mentioned in this policy. Scores for each skill will be shown separately in the score sheets)
- ❖ Written assessments will be part of assessing the writing skill for all the subjects (ENG/HINDI/ MALAYALAM/MATHS/SCIENCE /SOCIAL STUDIES.)

Grade	Exam Name	Marks	Exam Month
4&5	FA1& FA2	40	June/January
	Half Yearly (TERM-1)	60	October
	Final Exam (TERM-2)	60	March

- ❖ Assessment of writing skills will be conducted 4 times in a year.
- ❖ Evaluation of the each tests will be returned in 7-10 days.
- ❖ Separate files should be maintained by the students to keep the answer sheets of the written assessment. The file should be readily available for the teachers to verify.
- ❖ Teachers are instructed to use rubrics for the assessment of various skills.
- ❖ Marks of different skills for a term will be calculated and converted into grades.
- ❖ These grades for each skill will be shown on the report card.
- ❖ Grade list/mark list must be handed over to the class teachers before the open house and answer papers must be distributed in the class by the concerned subject teachers and the answers will be discussed in the class.
- ❖ Co-scholastic areas like Physical Education, Art, Music, Dance, etc. should be provided with grades for concerned skills mentioned in the rating scale once in a term.
- ❖ Marks will be converted to grades in the Progress Card, for the core subjects, as below:



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Marks Range	Grade (IV-VIII)	Grade (IX&XI)
91 – 100	A1	A1
81 – 90	A2	A2
71 – 80	B1	B1
61 – 70	B2	B2
51 – 60	C1	C1
41 – 50	C2	C2
33 – 40	D	D
32 & below	E (Needs improvement)	E (Failed)

- ❖ CBSE has recommended a five-point scale for indicating the achievements in the following order
- ❖ Grade should be entered in the consolidated grade sheet.

A	OUTSTANDING	5marks
B	EXCELLENT	4marks
C	VERY GOOD	3marks
D	GOOD	2marks
E	CAN DO BETTER	1mark



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COMPETENCY/SKILL FOR ENGLISH, HINDI AND ARABIC ASSESSMENTS

ENGLISH/HINDI/ARABIC

**Reading skill
(twice a term)**

**Speaking skill
(twice a term)**

**Listening skill
(twice term)**

**Writing skill
(twice term)**

**Note Book Submission
(twice a year)**

COMPETENCY/TESTING AREA FOR MATHS ASSESSMENT

MATHEMATICS

**CONCEPT
(WRITTEN) 4 times**

**MENTAL ABILITY
(2 Times a term)**

**Note book checking
(2 times a year)**

COMPETENCY/TESTING AREA FOR SCIENCE ASSESSMENT

SCIENCE

**CONCEPT
(WRITTEN) 4 times**

**Projects/Assignments
(2 times a year)**

Note book checking (2 times a year)



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COMPETENCY/TESTING AREAS FOR SS ASSESSMENT

SOCIAL SCIENCE

CONCEPT (4 times)

Group discussion (Twice a term)

Assignment Evaluation (twice a term)

COMPETENCY/TESTING AREA FOR ISLAMIC ASSESSMENT

ISLAMIC EDUCATION

WRITTEN

(WRITTEN) twice a term

RECITATION

(Quran) - twice a term

Assignment

- twice a term

Work Book

submission (2 times a term)

COMPETENCY/TESTING AREA FOR COMPUTER EDUCATION ASSESSMENT

Computer Education

SKILL (2 written assessments to be conducted during the period)

Lab activity (once a term)

Note book Submission (Once a term)





CO -SCHOLASTIC ASSESSMENT

Co-scholastic areas like Physical Education, Art, Music, Dance, etc. will be provided with grades for concerned skills mentioned in the rating scale once a term.

Physical Education(Once a term)

Enthusiasm

Talent

Discipline

Team spirit

COMPETENCY/TESTING AREA FOR ART AND CRAFT ASSESSMENT

Art (Once a term)

Interest

Creativity

Skill

COMPETENCY/TESTING AREA FOR MUSIC AND DANCE ASSESSMENT

MUSIC & DANCE (Once a term)

Interest

Rhythm

Melody

PROMOTION RETENTION POLICY

- ❖ All students from Grades 4 & 5 will be promoted to the next higher level irrespective of their level of achievement.
- ❖ However, the performance of the students will be analyzed and the feedback will be given to students and parents based on the assessments conducted.
- ❖ Students will be encouraged to set their goals and the same will be informed to the parents.
- ❖ Students must score a minimum of 50% marks for Arabic, Islamic Studies and UAE Social Studies.
- ❖ No retention in Grades 4& 5.
- ❖ In case of absence from the exams, no retest will be provided. Based on other exams, average marks will be granted.





ASSESSMENT FOR GRADE- 6 to 8

- ❖ An exhaustive BLA (Baseline assessment) approved by the SLT to assess the overall curricular expectations of each grade will be conducted at the beginning of the academic year. The performance will be recorded, analyzed, and reviewed with all stakeholders. The school will follow the assessment system prescribed by the CBSE
- ❖ There will be two terms in an academic year. (First term- April, May, June and September)
- ❖ Second term- October, November, January, February and March.
- ❖ Subjects will be classified as Graded and Non-Graded subjects (core subjects).The following subjects are non-graded subjects or core subjects for Grade 6 to 8
- Non-graded subjects (core subjects).
 - English
 - Hindi
 - Mathematics
 - Science (Physics/ Chemistry/ Biology from Grade 6 onwards)
 - Social Science (History/Geography/Civics from Grade 6 onwards)
 - Islamic Studies / Moral Science
 - Arabic
 - UAE Moral Social and Cultural Studies
 - Financial literacy
 - Artificial Intelligence
- Co-curricular Subjects.
 - Physical Education
 - Art
 - Computer Science

TYPES OF ASSESSMENTS IN GRADES 6 TO 8

- Following are the different types of assessments for Grades 6 to 8 in addition to BLA
 1. FORMATIVE ASSESSMENTS
 2. SUBJECT ENRICHMENT ACTIVITIES / MULTIPLE ASSESSMENT
 3. HALF-YEARLY/ ANNUAL EXAMINATIONS





1. FORMATIVE ASSESSMENTS:

- Two Formative Assessments will be conducted in an academic year.
- Formative Assessment 1 will be conducted during the first term. Formative Assessment 2 will be conducted during the second term.
- All the Formative Assessments will be conducted out of 30 marks.

2. SUBJECT ENRICHMENT ACTIVITIES (SEA) (5 marks)

These are subject-specific activities aimed at enhancing the understanding and skills of the students. These activities are to be carried out throughout the term and the evaluation will be done along with FA's.

- All the below-mentioned will be the subject enrichment activities conducted throughout the term and the mark entry will be done once in a term out of 5 marks.
- Following are the subject enrichment activities recommended by the CBSE

1. Languages	-	Assessment of Listening , Speaking, Reading and Writing
2. Science	-	Practical Lab work, Investigatory Projects, Quiz, Assignments and Case Studies
3. Mathematics	-	Assignments, Projects, and quiz.
4. Social Science	-	Map work, Project work and Case studies

3. Note book checking (5marks)

4. TERM-END EXAMINATIONS

- Two examinations (Term-1 and Term-2) will be conducted in an academic year for 80 marks
- The Term-1 Examination will be conducted during the month of September-October for 80 marks with the syllabus covered till the end of the first term.
- The Term-2 Examination will be conducted in the month of March for 80 marks with syllabus coverage as mentioned below:
 1. Grade 6 – Syllabus of second term.
 2. Grade 7 –syllabus of second term
 3. Grade 8 – syllabus of second term.
 - (significant topics will be decided by the respective departments and notify the same in the Year Plan)



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مدرسة الشروق الانجليزية الخاصة

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٢٠٠٨ / ٠٤ / ١٥

صندوق البريد ٧١٣٥٦ أبوظبي

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CALCULATION OF MARKS FOR TERM-1 AND TERM-2 Grade 6-8

Term I	100 Marks	Term II	100 Marks
Formative Assessment-1	30	Formative Assessment-2	30
Enrichment activity / Multiple Assessment	05	Enrichment activity / Multiple Assessment	05
Notebook	05	Notebook	05
Total FA1	40	Total FA2	40
TERM-1 (Written Test)	80	TERM-2 (Written Test)	80
Grand Total	Term1+50% of totalFA1 $(80+20)$ $=100$	Grand Total	Term2+50% of total FA2 $(80+20)$ $=100$





PROMOTION (Grades 6 to 8)

The aggregate marks of the term-1 and Term-2 (each out of 100, totaling 200 marks) will be converted to a score out of 100. Students will be promoted if they score a minimum of 33% in the main subjects, 50% in Arabic and Islamic Studies, and 60% in UAE M.S.C.St.

CO-SCHOLASTIC ASSESSMENT FOR GRADES 6 TO 8

For the holistic development of the student, co-curricular activities in the following areas will be carried out by the teachers and will be graded term- wise on a 5-point grading scale (A= Outstanding, B=Excellent, C- Very Good, D-Good and E = Can do better). The aspect of regularity, sincere participation, output, and teamwork be the generic criteria for grading in the following co-scholastic activities:

- (a) Work education: Skill based activities resulting in goods or services useful to the community
- (b) Art education: Visual and performing Arts
- (c) Health and physical education (sports and Games)
- (d) Discipline: Students will be assessed for the discipline which will be based on the factors like attendance, sincerity, behavior, values, and tidiness, respect for rules and regulations, attitude towards society, nation and others. Grading of discipline will be done term-wise on a 5-point grading scale (A= Outstanding, B=Excellent, C- Very Good, D-Good and E = Can do better)

ASSESSMENT FOR GRADES 9 & 10

- ❖ The school will follow the assessment system prescribed by the CBSE

Subjects for Grade 9 & 10

1. English
2. Hindi/French/ CBSE Arabic
3. Arabic (MOE)
4. Painting
5. Carnatic Music
6. Information Technology
7. Science
8. Mathematics (Standard/Basic)
9. Social science





10. Home Science
11. Elements of Business
12. U.A.E M.S.C St.(only for grade 9)

Other Subjects:

1. Islamic Studies/ Moral Science
2. Physical Education
3. Art

Skill Subjects by CBSE

1. Information Technology

TYPES OF ASSESSMENTS IN GRADE 9 and 10

Following are the different types of assessments for Grades 9 and 10

1. PERIODIC ASSESSMENTS
2. PORTFOLIO ASSESSMENTS
3. SUBJECT ENRICHMENT ACTIVITIES
4. MULTIPLE ASSESSMENTS
5. TERMINAL/ ANNUAL EXAMINATIONS

1. PERIODIC ASSESSMENTS:

- Two Periodic Assessments will be conducted in an academic year for 30 marks and the best of the two will be considered for promotion.

2. SUBJECT ENRICHMENT ACTIVITIES:

- Three subject enrichment activities will be done in an academic year for 5 marks and the average marks of the best 2 (5 marks) will be considered for final mark entry. (Refer CBSE Circular No: Acad 05/2017 Dated 31/01/2017 for more details on subject enrichment activities.)

3. PORTFOLIO ASSESSMENT(5 marks)

Classwork, peer assessment, self-assessment, achievements of student in the subject, reflections, narrations, journals, etc. are assessed for 5 marks.



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4. MULTIPLE ASSESSMENT 5 marks

Quizzes, class tests, record and project works, ALS for languages, art integrated activity, assignments & research works etc.

EXAMINATIONS

- The school will internally conduct the first term exam for Grades 9 & 10 for 80 marks
- The annual examination for grade 9 will be conducted for 80 marks in the month of February.
- The annual examination for Grade 10 will be conducted by the CBSE.

PROMOTION

Promotion for grade 9& 10 will be based on the following:

TERM 1

- Internal Assessment -(P1:30 marks converted into 5marks) + Portfolio assessment(5 marks) + Multiple Assessments(5 marks) + Subject Enrichment(5 marks) = 20 marks
- Half yearly examination – 80 marks
- Total – Internal Assessment – 20 marks + Half yearly exam 80 marks = 100 marks

TERM 2

Internal Assessment -(P2: 30 marks converted into 5marks) + Portfolio assessment (5 marks)+ Multiple Assessments (5 marks) + Subject Enrichment(5 marks) = 20 marks

Annual examination – 80 marks

Grade 10 will have two Pre-Board Exams in addition to all other exams.

Total – Internal Assessment – 20 marks + Half yearly exam 80 marks = 100 marks

- 50% of the score of Term 1 exam (40 marks) + 50% of the score of Term-2 exam (40 marks) = 80 marks
- Cumulative marks – Internal assessment 20 marks + the score of the term exam 80 marks = 100 marks
- Students whose score is 33% and above will be promoted to the next highest level.

PROMOTION FOR GRADE 11 WILL BE BASED ON THE RESULTS OF THE BOARD EXAM

(Provisional admission to grade 11 may be granted before the grade 10 CBSE results are declared



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انارة التعليم والمعرفة ترخيص رقم ١٤٦٦/١٥ بتاريخ ٢٠٠٨/٠٤/١٥

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CO -SCHOLASTIC ASSESSMENT (GRADES 9 and 10)

School will promote co-curricular activities for holistic development of the student. These activities will be graded on a 5-point grading scale (A to E) and will have no descriptive indicators. No upscaling of grades will be done.....

Activity	To be graded on a 5-point scale (A-E) in school	Areas and Objectives (as prescribed in the Scheme of Studies for Subjects of Internal Assessment)
Work Education or Pre-Vocational Education	By the concerned Teacher	Work education is a distinct curricular area for students for participation in social, economic and welfare activities. Student gets a sense of community service and develops self-reliance. (for Pre-Vocational Education as per Scheme of Studies)

- ❖ In addition to the above areas, an overall grade for a semester will be awarded (once in a term) for the following: -

Art Education	By the VA/PA or the concerned teacher	Art Education constitutes an important area of curricular activity for development of wholesome personality of the students. Students will select one or more forms of creative arts.
Health & Physical Education (Sports / Martial Arts / Yoga / NCC etc.)	By the PE Teacher	Health & Physical Activity preferably sports must be given a regular period. Students should be provided opportunities to get professionally trained in the area of their interest. Indigenous sports, yoga and NCC must be encouraged in the schools creating a sense of physical fitness, discipline, sportsmanship, patriotism, self-sacrifice and health care.

- Grades for discipline will be given by the concerned class teacher once in a term. This will be done on a point grading scale (A to E) with the following elements.
 1. Attendance
 2. Sincerity
 3. Behavior and
 4. Values





❖ Grading pattern for the Co-Scholastic area will be as follows: (5 POINT SCALE)

A	4.1- 5.0
B	3.1- 4.0
C	2.1- 3.0
D	1.1- 2.0
E	<1.1

ABSENT FOR THE ASSESSMENT

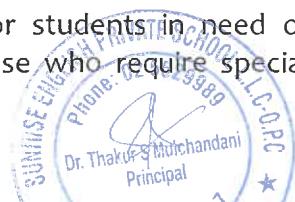
- A student must appear in all the assessments.
- If any of the students are absent on medical grounds in term end assessments, a retest will be taken or pass mark will be awarded to that subject in which she/he was absent.
- New students who join the school during the course of the academic year need to submit a Mark statement from their previous school and the same will be incorporated in the progress card.
- No retest will be conducted for the Absentees without valid reasons.

GRADING PATTERN (Grade 5 to 10)

Grading Scale for Scholastic Areas (Classes VI-VIII)		Grading Scale for Scholastic Areas (Class-IX)	
(School will award grades as per the following grading scale)		(School will award grades as per the following grading scale)	
MARKS RANGE	GRADE	MARKS RANGE	GRADE
91 – 100	A1	91 – 100	A1
81 – 90	A2	81 – 90	A2
71 – 80	B1	71 – 80	B1
61 – 70	B2	61 – 70	B2
51 – 60	C1	51 – 60	C1
41 – 50	C2	41 – 50	C2
33 – 40	D	33 – 40	D
32 & below	E (Needs improvement)	32 & below	E (Failed)

Use of Assessment Data: Approach and utilization.

1. Internal Assessment: School conducts four internal assessments for all classes. The assessment data will be well coordinated to plan further intervention plans for students in need of reinforcement of concepts. Pull out sessions will be planned for those who require special attention in respective subjects.



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- International Assessment: School conducts ADEK Mandated assessments like **IBT, PISA, TIMSS, PIRLS** etc. to gauge the standard of the students. These assessment data are collated to make further modifications in curriculum and methodology of teaching. Reteaching or remediation is sought depending on the requirements.

Data-Driven Decision Making

Instructional Planning: We use this assessment data to identify student strengths and weaknesses, guiding differentiated instruction and teaching.

Curriculum Adjustment: We analyse trends in assessment data to refine and adjust the curriculum, ensuring alignment with learning standards and addressing areas where students consistently struggle.

Personalized Learning

- Individualized Learning Plans:** We develop personalized learning plans based on each student's assessment data, catering to their specific needs, learning pace, and style.
- Intervention plans:** We implement remedial classes for specific group teaching.
- Student Engagement and Responsibility of Learning**
- Goal Setting:** We involve students in setting their own learning goals based on their assessment data, fostering a sense of ownership and motivation.
- Feedback and Reflection:** We provide timely and constructive feedback based on assessment data, encouraging students to reflect on their learning and progress.

Parent Involvement

- Reporting:** We share assessment data with parents in a clear and accessible format, helping them understand their child's progress and areas for improvement.

PROMOTION and DETENTION POLICY

School religiously abides by the promotion policy of the ADEK and the CBSE. A student must appear for all the assessments. Students must score 33% aggregate in all the core subjects to qualify for promotion.

- Promotion to Grade 10 will be granted only to students who meet ADEK requirements: a minimum of 33% aggregate score in each of the five main subjects, and a minimum of 60% aggregate in U.A.E.M.S.C St, Arabic, and Islamic Studies.
- Provision of grace marks up to 3 marks subject to the condition that the student has failed in one subject with a margin of 3 marks.
- Students in G9 & 11 will be given retest if they fail in two subjects.
- Students in grade 9 & 11 will be detained if they fail in more than two subjects.



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DETENTION PROCEDURE

- (1) No student will be retained if retained previously in that same grade/year.
- (2) A student will not be retained more than twice during his/her school career.
- (3) All students in KG to Grade 8 will be promoted to the next grade/year level, except in rare circumstances.
- (4) Students with special needs will not be retained. If a student with special needs is not making the expected progress, the objectives in their Independent Education Plan (IEP) will be adjusted.
- (5) School reports showing progress or (lack of) over two or more years
- (6) The school's curriculum
- (7) The social and developmental impact
- (8) The school's capacity to provide an improved learning experience and support
- (9) If the student has been previously retained
- (10) If the student has been assessed for special education needs to determine if their learning needs would be better met by an IEP

ASSESSMENT FOR SENIOR SECONDARY

The school will follow the assessment system prescribed by the CBSE in Grade XI & XII

SUBJECT OPTIONS FOR THE SENIOR SECONDARY

LANGUAGES:

ENGLISH

ARABIC

SCIENCE GROUP

GROUP 1- MATHS/PHYSICS/CHEMISTRY/COMPUTER SCIENCE AND SKILL SUBJECT (ECCE)

GROUP 2- MATHS/PHYSICS/CHEMISTRY /BIOLOGY AND SKILL SUBJECT (ECCE)

GROUP 3- PHYSICS/CHEMISTRY/BIOLOGY/PSYCHOLOGY AND SKILL SUBJECT (ECCE)



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COMMERCE GROUP

GROUP 4- BUSINESS STUDIES/ACCOUNTANCY/ECONOMICS/MARKETING AND SALESMANSHIP (SKILL SUBJECT)

GROUP 5- BUSINESS STUDIES/ACCOUNTANCY/ECONOMICS, INFORMATICS PRACTICES AND SALESMANSHIP (SKILL SUBJECT)

SUBJECTS FOR INTERNAL ASSESSMENT

1. ISLAMIC STUDIES/MORAL SCIENCE
2. GENERAL STUDIES
3. PHYSICAL EDUCATION
4. ART

CHANGING THE OPTIONAL SUBJECTS

1. No candidate shall be permitted to change their subject of study after CBSE registration.
2. The candidate shall not offer a subject in Class XII that she/he has not studied and passed in Class XI.

DIVISION OF ACADEMIC SESSION

1. First term (April to September)
2. Second term (October to March)

Admission to Examinations

No candidate who has been expelled or is under the punishment of rustication or is debarred for appearing in or taking an examination for any reason whatsoever shall be admitted to the All India/Delhi Senior School Certificate Examinations conducted by the Board.

The candidate shall complete the required percentage of attendance (75%) for Class XI and XII as per Examination By-laws of the Board to make their eligible for the examinations conducted by the Board. As per ADEK Chapter 14 Policy 55 on absence, a child should have 90% attendance for promotion.

SCHEME OF EXAMINATIONS

1. Class XI examination shall be conducted by the school.
2. The Board will conduct the external examinations at the end of Class XII.



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GRADE XI & XII (SCHOOL-BASED EXAMINATIONS)

PERIODIC ASSESSMENTS

1. There will be Two PERIODIC ASSESSMENTS (PAs) in an academic year (one PA in term 1 and one in term 2)
2. PAs will be conducted for 30 marks for all the core subjects
3. A separate timetable will be issued for PAs
4. BLA (Baseline assessment) will be conducted at the beginning of the academic year.

Grade XII will have two Pre- Board exams in addition to all other exams and assessments.

1. The Board shall examine all subjects except Arabic, General Studies, Work Experience, Physical and Health Education, which will be assessed internally by the schools and Grading will be done on a 9-point scale.
2. In all subjects examined by the Board, a student will be given one paper each carrying 80 marks for 3 hours. However, in subjects requiring practical examinations, there will be a theory paper (50/60/70/80 marks) and practical examinations (50/40/30/20 marks) as required in the syllabi and courses.
3. In Work Experience, General Studies, and Physical and Health Education, the Schools will maintain cumulative records of student's periodical achievements and progress during the year. These records are subject to the scrutiny of the Board as and when deemed fit.

GRADING AND PASS CRITERIA

1. Assessment of theory/practical papers of main subjects shall be in numerical scores. In the case of internal assessment subjects, only grades shall be shown.
2. The qualifying marks in each subject of external examination shall be 33%. However, in a subject involving practical work, a candidate must obtain 33% marks in the theory and 33% marks in the practical separately in addition to 33% marks in aggregate, to qualify in that subject.
3. A candidate will be eligible to get the pass certificate of the Board if they gets a grade higher than 'E' in all subjects of internal assessment unless they are exempted. Failing this, the result of the external examination will be withheld but not for a period of more than one year.





4. To be declared as having passed the examination, a candidate shall obtain a grade higher than E (i.e., at least 33% marks) in all the five subjects of external examination in the main or at the end of the compartmental examination. The pass marks in each subject of external examination shall be 33%. In the case of a subject involving practical work, a candidate must obtain 33% marks in theory and 33% marks in practical separately in addition to 33% marks in aggregate to qualify in that subject.

ABSENT FOR THE ASSESSMENT

A student must appear in all the assessments conducted by the school/Board

PROMOTION DETENTION POLICY

A student must appear in all the assessments.

- Students must score 33% aggregate in all the core subjects to qualify for the assessment.
- Students must score a minimum 60% marks for Arabic and Islamic studies.
- No retest will be conducted under any circumstances.
- 75% attendance is compulsory to be eligible for promotion to the next higher grade. As per ADEK policy of absence (Policy 55) a child should have a minimum of 90% attendance for promotion to the next higher grade.
- Only to those students who meet the above-mentioned requirements of CBSE. (33% Aggregate score in each subject, 33% in aggregate of all the subjects, and minimum D Grade for General studies, life skill and Health and Physical Education) will be qualified to be promoted.

EVALUATION OF ANSWER SHEETS

- ❖ The evaluation of the answer sheets should be completed within 10 days after the completion of the written assessment.
- ❖ Exchanged paper valuation is strongly recommended for all assessments and exams.
- ❖ Evaluation should be done by using a red ink pen.
- ❖ The tabular columns on the facing sheet of the answer booklet should be filled by all examiners. The entries should be checked, and counter-signed by the HODs. The total of marks should be rounded off and written in figures and words in the facing sheet. No answer script should be distributed to students without the dated signature of the examiners.





- ❖ Answer scripts should be distributed after all the assessments and exams. A discussion with the children on their areas of improvement should be initiated by each teacher while distributing the answer scripts.
- ❖ Mark entry sheets will be prepared by the concerned subject teachers to record the scoring during the evaluation.
- ❖ Teachers should hand over the mark list to the concerned class teachers within one week after the conduct of the written assessment. (before the open house)
- ❖ Class teachers will prepare the consolidated mark list and submit it to the Principal and Vice Principal.
- ❖ Teachers will enter the student's marks in the School portal and finally ESIS entry will be completed on time.
- ❖ Separate file should be maintained by the students to keep the answer sheets of the written assessment. All the answer papers will be given to the parents on the day of the open house.
- ❖ All the answers will be discussed in detail in the class after open house day.
- ❖ **OPEN-HOUSE (For all Grades)**

Separate Open House will be conducted for KG TO 11 and Grades 10 and 12. (Refer to the school Calendar)

- ❖ The class Teachers should have Marksheets and student files (answer sheets) with them during the open house for further reference.
- ❖ Each parent will be given 10 minutes to discuss the academic matters with the teachers.
- ❖ Always use positive and constructive remarks about all the students in your class.

REPORT CARD

- ❖ Report Cards will be prepared once every term by the school's digital campus. This will be made available to Parents with prior notice.

PUBLICATION OF THE RESULT IN THE PORTAL

Parents will be able to download the Mark list from the portal and the UAE TAMM application.



Dr. Thakur Mulchandani
 School Director/ Principal