



2021-2022

SUPPLEMENT

Parent-Student Handbook

CLASS – 1

CALENDAR FOR THE ACADEMIC SESSION 2021-22

COMMENCING APRIL 5, 2021

SCHOOL TIMINGS : 07:35 am to 01:35 pm

07.35 am to 02.15 pm (IGCSE)

07.35 am to 03.30 pm (IBDP)

April-21						
S	M	T	W	T	F	S
				1	2	3
4H	5	6	7	8	9	10
11H	12	13	14H	15	16	17
18H	19	20	21H	22	23	24
25H	26	27	28	29	30	

May-21						
S	M	T	W	T	F	S
						1
2H	3	4	5	6	7	8H
9H	10H	11H	12H	13H	14H	15H
16H	17H	18H	19H	20H	21H	22H
23H	24H	25H	26H	27H	28H	29H
30H	31H					

June-21						
S	M	T	W	T	F	S
		1H	2H	3H	4H	5H
6H	7H	8H	9H	10H	11H	12H
13H	14H	15H	16H	17H	18H	19H
20H	21H	22H	23H	24H	25H	26H
27H	28	29	30			

July-21						
S	M	T	W	T	F	S
				1	2	3
4H	5	6	7	8	9	10
11H	12	13	14	15	16	17
18H	19	20	21H	22	23	24
25H	26	27	28	29	30	31

August-21						
S	M	T	W	T	F	S
1H	2	3	4	5	6	7
8H	9	10	11	12	13	14
15H	16	17	18	19H	20	21
22H	23	24	25	26	27	28
29H	30H	31				

September-21						
S	M	T	W	T	F	S
			1	2	3	4
5H	6	7	8	9	10	11
12H	13	14	15	16	17	18
19H	20	21	22	23	24	25
26H	27	28	29	30		

October-21						
S	M	T	W	T	F	S
					1	2C
3H	4	5	6	7H	8	9
10H	11	12	13H	14H	15H	16
17H	18	19H	20	21	22	23
24H	25	26	27	28	29	30
31H						

November-21						
S	M	T	W	T	F	S
	1	2H	3H	4H	5H	6H
7H	8	9	10	11	12	13
14H	15	16	17	18	19H	20
21H	22	23	24	25	26	27
28H	29	30				

December-21						
S	M	T	W	T	F	S
			1	2	3	4
5H	6	7	8	9	10	11
12H	13	14	15	16	17	18
19H	20	21	22	23	24	25H
26H	27H	28H	29H	30H	31H	

January-22						
S	M	T	W	T	F	S
						1H
2H	3	4	5	6	7	8
9H	10	11	12	13	14H	15
16H	17	18	19	20	21	22
23H	24	25	26	27	28	29
30H	31					

February-22						
S	M	T	W	T	F	S
		1	2	3	4	5
6H	7	8	9	10	11	12
13H	14	15	16	17	18	19
20H	21	22	23	24	25	26
27H	28					

March-22						
S	M	T	W	T	F	S
		1	2	3	4	5
6H	7	8	9	10	11	12
13H	14	15	16	17	18	19
20H	21	22	23	24	25	26
27H	28	29	30	31		

Note: Last day of the month will be a half working day.

HOLIDAYS (2021-22)

14 April, 2021	Ambedkar Jayanti	30 August, 2021	Janmashtami
21 April, 2021	Ram Navami	02 October, 2021	Gandhi Jayanti
25 April, 2021	Mahaveer Jayanti	07 October, 2021	Navratra Sthapana
08 May, 2021 to 27 June 2021	Summer Break (I to VIII)	13-15 October, 2021	Dussehra Break
29 May, 2021 to 27 June 2021	Summer Break (IX to XII)	19 October, 2021	Barawafat*
14 May, 2021	Eid-ul-Fitr*	02 – 06 November, 2021	Diwali Break
21 July, 2021	Id-ul-Zuha*	19 November, 2021	Guru Nanak Jayanti
19 August, 2021	Muharram*	25 Dec- 2 Jan, 2022	Winter Break
22 August, 2021	RakshaBandhan	14 January, 2022	Makar Sankranti

*Subject to moon/declaration

*Dates of Cheti Chand, Maha Shivratri, Holi, Guru Gobind Singh Jayanti will be declared **later**

TENTATIVE DATES FOR EXAMINATION (2021-22)

I to VIII Periodic Test- Term I	12 th July to 19 th July, 2021
IX & X –Test-I	
XII Test- I	
XI Test- I	5 th August to 12 th August, 2021
I to VIII- Half Yearly Exam	20 th September to 5 th October, 2021
IX, X – Test -2	
XI & XII – Half Yearly Exam	
I to VIII Periodic Test- Term II	17 th November, 2021 onwards
IX & X – Test -3	
XI – Test - II	
XII – Pre-Board Examination (Th & Pr)	
ASL – English and Math IA – Class XII Year End Assessment	3 rd week of December, 2021
XII – Pre-Board Examination-II	5 th January, 2022 onwards
X- Mock Exam	
XII- Board Practical Examination	As per CBSE guidelines
(I to VIII) Annual Examination	21 st February, 2022 onwards
(IX) Annual Examination	
(XI) Promotion Examination (Th & Pr)	
(X, XII) Board Examination	As per the CBSE Date sheet

The Examination Policy

KG-I & KG-II

For KG-I & KG-II promotion is granted on the basis of a continuous and comprehensive evaluation in class during the session.

I and II

For classes I and II promotion is granted on the basis of continuous and comprehensive evaluation in the form of periodic tests and term end exams. **No marks are awarded, only grades are given.**

(a) ASSESSMENT AREAS

- **Scholastic Areas A** (Scholastic Subjects)
- **Scholastic Areas B** (Skills - Scholastic Subjects)
- **Co-Scholastic Areas** (Music, Dance and Games)
- **Personality Development** (Confidence, Courteousness, Care of Belongings, Neatness, Regularity & Punctuality, Initiative, Self-Control, Respect for Other's Property, Sharing & Caring)

(b) ASSESSMENT PATTERN

i. Scholastic Areas A

➤ For all subjects except General Awareness & Art Education:

- **First Term (50%)** : Periodic Test- 20% (Multiple forms of Assessment+ Half Yearly Exam- 30% (Written Assessment))
- **Second Term (50%)** : Periodic Test -20% (Multiple forms of Assessment+ Annual Exam-30% (Written Assessment))

➤ For General Awareness & Art Education- Each term will comprise of :

- Internal Assessment 20%
- Term End Assessment 30%

ii. Scholastic Areas-B

Continuous Assessment as well as Term End Assessment of the following Skills:

- Speaking Skills
- Reading Skills
- Handwriting Skills
- Language Skills
- Listening Skills
- Narrative Skills

iii. Co-Scholastic Areas

Continuous Assessment as well as Term End Assessment on a 3 point grading scale- A to C.

iv. Personality Development

Continuous Assessment throughout each term on a 3 point grading scale-A to C.

(c) GRADE SCHEME

SCHOLASTIC AREAS-A (Grading on a 5 Point Scale)	
A+	90% and Above
A	75%-89%
B	56%-74%
C	35%-55%
D	Below 35%

SCHOLASTIC AREAS-B/CO-SCHOLASTIC AREAS/PERSONALITY DEVELOPMENT (Grading on a 3 Point Scale)	
A	Progressing Well
B	Progressing Satisfactorily
C	Experiencing Difficulty

III to V

For classes III to V promotion is granted on the basis of continuous and comprehensive evaluation in the form of periodic tests and term end exams. **No marks are awarded, only grades are given.**

(a) ASSESSMENT AREAS

- **Scholastic Areas** (Scholastic Subjects)
- **Co-Scholastic Areas** (Music, Dance and Games)
- **Personality Development** (Confidence, Courteousness, Care of Belongings, Neatness, Regularity & Punctuality, Initiative, Self-Control, Respect for Other's Property, Sharing & Caring)

(b) ASSESSMENT PATTERN

i. Scholastic Areas

➤ For all subjects except General Awareness & Art Education:

- **First Term (50%)** : Periodic Test- 20% (Multiple forms of Assessment+ Half Yearly Exam-30% (Written Assessment))
- **Second Term (50%)** : Periodic Test -20% (Multiple forms of Assessment+ Annual Exam-30% (Written Assessment))

➤ For General Awareness & Art Education- Each term will comprise of:

- Internal Assessment 20%
- Term End Assessment 30%

ii. Co-Scholastic Areas

Continuous Assessment as well as Term End Assessment on a 3 point grading scale- A to C.

iii. Personality Development

Continuous Assessment throughout each Term on a 3 point grading scale-A to C.

(c) GRADE SCHEME

SCHOLASTIC AREAS (Grading on a 5 Point Scale)	
A+	90% and Above
A	75%-89%
B	56% -74%
C	35%-55%
D	Below 35%

CO-SCHOLASTIC AREAS/PERSONALITY DEVELOPMENT (Grading on a 3 Point Scale)	
A	Progressing Well
B	Progressing Satisfactorily
C	Experiencing Difficulty

VI to VIII

(a) ASSESSMENT AREAS

- Scholastic Areas
- Co-Scholastic Activities
- Discipline

(b) ASSESSMENT PATTERN

- Scholastic Areas** (Both marks & grades are awarded)
 - **For all subjects except General Awareness, the scheme of assessment in each term will be as follows:**
 - **First Term (100%) :** Periodic Test- 20% (Multiple forms of Assessment) Half Yearly Exam-80% (Written Assessment)
 - **Second Term (100%) :** Periodic Test -20% (Multiple forms of Assessment) Annual Examination- 80% (Written Assessment)
 - **For General Awareness each term will comprise of:**
 - Internal Assessment 40%
 - Term End Examination 60%
- Co-Scholastic Activities** (grading on a 3 point scale- A to C)
 - Work Education
 - Art Education (Visual & Performing Art)
 - Health & Physical Education
- Discipline**

Students will be assessed on a 3 point grading scale (A to C) for which the parameters are:

- Attendance
- Sincerity
- Behaviour
- Values
- Tidiness
- Attitude towards society, nation & others
- Following rules & regulations

(C) GRADE SCHEME

Scholastic Areas (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
32 & below	E (Needs Improvement)

Co-Scholastic Activities/Discipline (3 point scale)	
A	Outstanding
B	Very Good
C	Fair

IX to XII

Assessment Areas/Pattern & Grade Scheme

(Later) As per the guidelines of CBSE

CORONAVIRUS

GOLDEN RULES FOR PARENTS & CAREGIVERS

BEFORE LEAVING HOME

My child does not have symptoms for COVID-19 (cough, body ache, fever, sore throat, diarrhoea)

REMINDERS



A cloth mask on
before leaving home



No mask sharing



Wash your hands for 20 seconds using
soap and clean water or sanitise frequently



All school supplies
(stationery, food, water,
etc.)



No hugs, maintain social distancing at
school and in the transport



No handshakes. Rather do the
elbow greet or foot shake

ALWAYS REMEMBER TO



Wash your hands for
20 seconds using soap
and clean water



Wash your mask
every day



Check if my child did
not bring a friend's
belongings;
stationery or mask



Cough or sneeze in the
fold of the elbow or
cover your mouth &
nose with tissue



Avoid touching your
mouth & nose with
unwashed hands

Symptoms & procedures to follow



Fever



Dry cough



Feeling
tired



Muscle
ache



Shortness
of breath



Self-isolate at my home or
at a quarantine site should
I/my child become ill with
symptoms of COVID-19.



Always remember where I
was and who I was with for
contact tracing



AT ALL TIMES

I monitor our health for early COVID-19 symptoms. I know what to do and who to contact if I experience any of the symptoms.



CONTACT

In case of any further query, you may contact the class teacher

Covid Related Guidelines for Students

- Follow the Footmark scheme in the school campus.
- Maintain Social Distancing while moving in the corridor.
- Maintain Social Distancing in the classroom as well. Sit on alternate seats leaving one seat empty.
- Do not touch the railings or walls unnecessarily.
- No hugging or hand shaking allowed.
- Wear mask properly all the time especially while talking to one another.
- Do not share any items- stationery, food etc. with each other.
- While coughing, cover your mouth with your elbow.

Washroom Guidelines

- Do not crowd in the washroom.
- Do not forget to wash your hands.
- Talking inside washroom is strictly prohibited

Bus Guidelines

- Maintain social distancing. Sit on alternate seats leaving one seat empty.
- Wear face mask while in the bus.
- Do not talk to others while you are in the bus.
- Do not touch the seats or windows unnecessarily.
- Sanitize your hands once you get out of the bus.

Keeping in view the Online Teaching Learning during 2020-21, a proper re-cap will be done by each teacher in each subject before starting a new topic. (Wherever relevant)

ENGLISH

Prescribed Books Prescribed books : Gulmohar Language for life by Orient BlackSwan - Ninth Edition

Grammar : New Grammar and more by Ratna Sagar

TERM I

TERM I

April	L1. Meet my family L2. Asma's house(Comprehension) Poem 2. The Rain Grammar – Alphabet, Sentences Writing Skill- Creative Writing (describing an object using word help)
May	Writing Skill- Creative Writing (describing a scene in 2-3 lines)
June	Poem1. Slow fast song (Comprehension)
July	L3. A walk to the river Grammar- Nouns Periodic Test - Term1 (will include L-1, Poem-2 and grammar – alphabet, sentences and creative writing)
August	L4. Grandma's vegetable garden L5. Daisy the Cow Poem 3 Tulips Grammar- Verbs and Articles
September	L6. Bedtime ! (Comprehension) Revision and Remedial Half yearly Examination (will include L-1, 3, 4, 5, Poem - 2, 3 and Grammar - Alphabet, Sentences, Nouns, Verbs, articles and creative writing)
TERM II	
October	Poem 4 Sparrows L7. The kite (Comprehension) L10. The King's drum Grammar - pronouns and Adjectives
November	L8. Sam and mama heron (Comprehension) L 9 Pet's Day Revision and Remedial Periodic Test - Term 2 (will include L-10, Poem - 4 and Grammar - Pronouns and Adjectives)
December	L11 Jijo and Elly Poem 5 If you Catch a Fire fly

Poem 7 Sea song(Comprehension)

Grammar- Prepositions

Writing Skill -Creative Writing (Writing a short story of 2-3 lines using pictures and vocabulary help box)

January

L12. Champa's fruit basket
L13. Keep the beach clean!
Poem 6. Stop! Look! Listen! Think! (Comprehension)

Grammar - Conjunctions

Writing Skill - Creative Writing (Listening to the story. Describing the characters or scene of the story in 2-3 lines.)

February

Revision and Remedial

Annual Examination (will include L-9, 10, 11, 12, 13, Poem – 4,5 and Grammar - Pronouns, Adjectives, Prepositions, Conjunctions, Picture Composition and Creative writing)

HINDI

पाठ्य पुस्तक

उत्कर्ष हिंदी पाठमाला (मधुबन प्रकाशन)

प्रथम सत्रांश

अप्रैल	पाठ 1 अ, आ
	पाठ 2 इ, ई
	पाठ 3 उ, ऊ
मई	दोहरान कार्य
जून	पाठ 4 (ऋ)
जुलाई	दोहरान कार्य Periodic Test-1 (पाठ 2,3 तथा मात्राओं से संबंधित विलोम शब्द परीक्षा में सम्मिलित किए जाएंगे)
	पाठ 5 ए, ऐ
अगस्त	पाठ 6 ओ, औ
	लिंग, वचन
सितंबर	पाठ 7 अनुनासिक शब्द दोहरान कार्य, Half Yearly Exam (उपरोक्त समस्त पाठ्यक्रम परीक्षा में सम्मिलित किया जाएगा।)

द्वितीय सत्रांश

अक्टूबर	पाठ 7 अं, अः
	पाठ 8 दसखड़ी
	विलोम, वचन
नवंबर	पाठ 9 दो जुड़े व्यंजन
	पाठ 11 गिनती

दोहरान कार्य, Periodic Test-2
(पाठ 8,9,11 परीक्षा में सम्मिलित किए जाएंगे।)

दिसंबर	पाठ 10 ड़-ढ़, ज-झ
	पाठ 12 यह भी जानें, अभ्यास कार्य
जनवरी	पाठ 13 हम और हमारे आस-पास
	पाठ 14 पढ़ने की बारी
	विपरीत लिंग
फरवरी	दोहरान कार्य, Annual Exam(द्वितीय सत्रांश का समस्त पाठ्यक्रम परीक्षा में सम्मिलित किया जाएगा।)

MATHEMATICS

Prescribed Book: Joy of Mathematics (Macmillan Education)

TERM I

April	Ch-1:Classifying Objects Ch-2: Numbers up to 10 Ch-4: Addition and Subtraction up to 10
May	Revision
June	Ch-4: Addition and Subtraction up to 10 (contd..)
July	Revision and Remedial, Periodic Test-Term I (will include Ch-1,2 and 4) Ch-3 Numbers up to 99
August	Ch-3 Numbers up to 99 (contd..) Ch-5 Addition and Subtraction up to 99
September	Ch-5 Addition and Subtraction up to 99 (contd..) Revision and Remedial, Half Yearly Examination (will include Ch- 1,2,3,4 and 5)

TERM II

October	Ch-6 Shapes Revision of Ch-4 and 5 Ch- 7: Metric Measures
November	Ch-7: Metric Measures (contd..) Revision of Ch-4 and 5 Revision and Remedial, Periodic Test –Term II (will include Ch- 4,5,6 and 7)
December	Ch- 8: Representation of Data Revision of Ch-4 and 5
January	Ch-9: Patterns Revision of Ch-4 and 5
February	Revision and Remedial, Annual Examination (will include Ch-4,5,6,7,8 and 9)

EVS
Prescribed Book: Planet First by Macmillan Education

TERM I

April	Ch 1 About Myself Ch 2 My body Ch 3 Looking after my body
May	Revision
June	Revision
July	Ch 4 My family Ch 5 Food Revision Periodic Test –Term I (will include Ch 1 to 3)
August	Ch 6 Clothes Ch 7 My home Ch 8 Safety Habits Ch 9 Stay connected
September	Revision and Remedial Half Yearly Examination(will include entire syllabus covered in Term I)

TERM II

October	Ch 10 Our Neighbourhood Ch 11 Our School Ch 12 People Who Help Us
November	Ch 13 Festivals and Celebrations Ch 14 Plant life Revision and Remedial Periodic Test – Term II (will include Ch 10 to 13)
December	Ch 14 Plant life (contd..) Ch 15 The Animal Kingdom Ch 16 Weather
January	Ch 17 The Earth and the Sky Ch 18 Air and Water
February	Revision and Remedial, Annual Examination (will include entire syllabus covered in Term II)

GENERAL AWARENESS

Prescribed Book :Not Applicable

TERM I

April	My Country My State
May	Oral National Anthem
June	Oral School Prayer
July	Oral Test Festivals of India Religions of India
August	Fun with Numbers Time Current Affairs
September	Revision Term End Exam (MCQ)

TERM II	
October	Animal Kingdom, Plant Kingdom
November	First Aid Road Safety Oral Test
December	Household Gadget Oral- The Pledge
January	Earth and Sky Current Affairs
February	Revision Term End Exam (MCQ)

INFORMATION TECHNOLOGY

Prescribed Book :Not Applicable

TERM I

April	Ch-1 Computer-A machine
May	Ch-2 Typing Skills
June	Ch-3 Kidpix
July	Revision And Remedial Periodic Test – Term I (will include Ch-1)
	Ch-3 Kidpix(contd...)
August	Ch-3 Kidpix(contd...) Ch-4 Applications of Computer
September	Revision and Remedial, Half Yearly Examination (will include entire syllabus covered in Term I)

TERM II

October	Ch-5 Working of Computer
November	Ch-6 MS-Paint Revision and Remedial, Periodic Test – Term II (will include Ch-5)
December	Ch-6 MS-Paint (contd..)
January	Ch-7 Components of Computer System
February	Revision and Remedial, Annual Examination (will include entire syllabus covered in Term II)

ART EDUCATION

Prescribed Books : Not Applicable

TERM I

April	Fun with Shapes (Circle, Semicircle) Craft Activity-Photoframe
May	Fun with Shapes (Line Drawings)
June	PopArt
July	Craft Activity -Beautiful Pencil Craft Activity - Birthday Card Fun with Shapes (contd..)
August	Doodle Art Craft Activity - Empty Matchbox girl

September Revision Work

Half Yearly Examination (will include all the topics covered in Term I)

TERM II

October	Fun with Palm Craft Activity- Diya Painting
November	Cartoons Drawing Craft Activity- Gift wrapping
December	Christmas Drawing Craft Activity- Christmas Decoration Object
January	Geometric Art Craft Activity- Greeting Card
February	Revision Work Annual Examination (will include all the topics covered in Term II)