



## **POLICY ON ASSESSMENT**

### **Motto**

Find True Wisdom

### **Vision**

To be a centre of excellence in provision and promotion of quality education

### **Mission**

- To help children become confident, informed, purposeful and independent.
- To provide an enriching and stimulating environment within which the child becomes an active explorer.
- To provide a framework of discipline which empowers a child to develop self-discipline and a strong sense of self.
- To provide a cross-cultural environment in which the foundation of global peace may be laid.
- To awaken children's interest in all subjects and to encourage in them a love for learning

### **In Kindergarten**

Kindergarten is an exciting time for a child to explore, learn, interact with other children and have fun while at the same time gain confidence and grow independently. As children engage themselves in their day-to-day activities they are assessed formatively in Language, Numeracy, Physical - Gross and Motor, Personal, Social, Emotional, and Creative Domains.

A record of individual student attainment and progress is maintained through an on-going system of spaced oral and written activities and parents are regularly updated of the same.

## Primary School - Grades I to V

Students of classes 1 to 5 will follow an assessment scheme with a two-semester system that will include half yearly and annual examinations.

Assessment, being an integral component of teaching and learning, include ongoing practice opportunities called 'Assessment for Learning' and promote key learning areas. These are intended to provide feedback with respect to how well the student is grasping the concepts being taught. Assessment tasks are graded and these scores are maintained for the purpose of term end reports. However, all assessments conducted are shared with parents online and during the Open House at the end of Term 1 and Term 2 and on an ongoing basis.

English, Environmental Science/ Science, Social Studies, Mathematics, Second Language, Third language, Arabic, Islamic Education/Moral Education are the subjects under **Part 1** which cover the **scholastic areas**, while Art and Craft, PE, Music, Personal and Social Traits, Attitudes and Values and Social Qualities from **Part II** and cover the **Co-scholastic areas**. Formal assessment reports will cover both these areas using the scale as given below.

### **WEIGHTAGE AND TIME SCHEDULE FOR ASSESSMENTS (GRADES 1 – 5)**

TYPE OF ASSESSMENT	TIME SCHEDULE
MID TERM - 1	By 1 <sup>st</sup> week of June
TERM – 1	By last week of October
MID TERM - 2	By 2 <sup>nd</sup> week of January
TERM - 2	By last week of February

#### **1) Scholastic Area:**

<b>Arabic / Islamic Education</b>	
Grade	Percentage
A1	91% - 100%
A2	81% - 90%
B	71% - 80%
C	61% - 70%
D	50% - 60%
E	49% and below (Needs improvement)
<b>U.A.E. Social Studies</b>	
Grade	Percentage
A1	91% - 100%
A2	81% - 90%
B1	71% - 80%
B2	61% - 70%
C	51% - 60%
D	40% - 50%
E	39% and below (Needs improvement)

English, II Language, Mathematics, Science/E.V.S, Social Studies, and Moral Education (for Non-Muslims)	
Grade	Percentage
A1	91% - 100%
A2	81% - 90%
B1	71% - 80%
B2	61% - 70%
C1	51% - 60%
C2	41% - 50%
D	33% - 40%
E	32% and below (Needs improvement)

In Arabic and Islamic Education the minimum pass mark is 50% and UAE Social Studies is 40%. For all other subjects the minimum pass mark is 33%.

2) **Co-Scholastic Activities (Classes I-V)** will be graded term-wise on a 3-point grading scale (**A=Outstanding, B=Very Good** and **C=Fair**). The aspect of regularity, sincere participation, output and teamwork be the generic criteria for grading in the following co-scholastic activities:

- (a) Work Education - Work Education refers to skill-based activities resulting in goods or services useful to the community
- (b) Art Education (Visual & Performing Art)
- (c) Health and Physical Education (Sports/Martial Arts/Yoga/NCC etc.)

3) **Discipline (Classes I-V)**: The students will also be assessed for the discipline which will be based on the factors like attendance, sincerity, behaviour, values, tidiness, respectfulness for rules and regulations, attitude towards society, nation and others. Grading on Discipline will be done term-wise on a 3-point grading scale (**A=Outstanding, B=Very Good and C=Fair**)

## Grades VI to VIII

The assessment structure and examination for classes VI to VIII have been prepared in view of the provisions of RTE-Act 2009 and comprises of two terms i.e. Term-1 and 2 as explained below:

### 1) Scholastic Area:

Subjects	TERM-1 (100 marks) (1 <sup>st</sup> half of the session) <b>20 marks Periodic Assessment + 80 marks for Half Yearly Exam</b>		TERM-2 (100 marks) (2 <sup>nd</sup> half of the session) <b>20 marks Periodic Assessment + 80 marks for Yearly Exam</b>	
	PA 20 marks	Half Yearly Exam	PA 20 marks	Yearly Exam
<b>Language -1</b>				
<b>Language -2</b>	• Periodic Test 10 marks with syllabus covered	• Written exam for 80 marks with syllabus	• Periodic Test	Written exam for 80 marks with syllabus coverage
<b>Language -3</b>	till Announcement of test dates by school	covered till announcement of Half Yearly exam dates by school	syllabus covered till announcement of test dates by school	as below:
<b>Mathematics</b>				<b>Class VI:</b> 10% of 1st term covering significant topics + entire syllabus of 2 <sup>nd</sup> term
<b>Science</b>				<b>Class VII:</b> 20% of 1st term covering significant topics + entire syllabus of 2 <sup>nd</sup> term
<b>Social Science</b>	• Note Book Submission 5 marks at term-end		• Note Book submission 5 marks at term-end	<b>Class VIII:</b> 30% of 1st term covering significant topics + entire syllabus of 2nd term
<b>Any other Subjects</b>	• Sub Enrichment 5 marks at term-end		• Sub Enrichment 5 marks at term-end	

### Subject Enrichment Activity (Classes VI-VIII)

Subjects	Subject Enrichment Activity (5 marks)
Language 1	Speaking and listening skills
Language 2	Speaking and listening skills
Science	Practical Lab work
Mathematics	Maths Lab Practical
Social Science	Map Work and Project Work

### Scholastic Areas (Grading on 8 point scale)

<b>Grading Scale for Scholastic Areas (Classes VI-VIII)</b>	
(School will award grades as per the following grading 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)

2) **Co-Scholastic Activities (Classes VI-VIII)** will be graded term-wise on a 3-point grading scale (**A=Outstanding, B=Very Good** and **C=Fair**). The aspect of regularity, sincere participation, output and teamwork be the generic criteria for grading in the following co-scholastic activities:

- (a) Work Education - Work Education refers to skill-based activities resulting in goods or services useful to the community
- (b) Art Education (Visual & Performing Art)
- (c) Health and Physical Education (Sports/Martial Arts/Yoga/NCC etc.)

3) **Discipline (Classes VI-VIII)**: The students will also be assessed for the discipline which will be based on the factors like attendance, sincerity, behaviour, values, tidiness, respectfulness for rules and regulations, attitude towards society, nation and others. Grading on Discipline will be done term-wise on a 3-point grading scale (**A=Outstanding, B=Very Good** and **C=Fair**)

## Grades IX - X

### 1) Scholastic Area:

		<b>Total 100 marks</b> (Syllabus for assessment will be only for Grade IX & X)		
<b>Subjects</b>	<b>80 Marks</b> <b>(Board Examination)</b> Student has to secure 33% mark out of 80 marks in each subject	<b>20 marks (Internal Assessment)</b> Student has to secure 33% marks out of overall 20 marks earmarked in each subject		
		Periodic Test (10 marks)	Notebook Submission (5 marks)	Subject Enrichment Activity (5 marks)
		(i)	(ii)	(iii)
Language 1	The Board will conduct Class X Examination for 80 marks in each subject, covering 100% syllabus of the subject of Class X only.  Marks and Grades both will be awarded for Individual subjects.  9-point grading will be same as followed by the Board in Class XII.	Periodic written Test, restricted to three in each subject in an Academic Year.  Average of the best two tests to be taken for final marks submission.	This will cover: <ul style="list-style-type: none"> <li>• Regularity</li> <li>• Assignment completion</li> <li>• Neatness &amp; upkeep of notebook</li> </ul>	Speaking and listening skills
Language 2				Speaking and listening skills
Science				Practical Lab work
Mathematics				Maths Lab Practical
Social Science				Map Work and Project Work

### Scholastic Areas (Grading on 8 point scale)

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

## 2) Co-Scholastic Activities:

The School will promote co-curricular activities for the 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.

<b>Activity</b>	<b>To be graded on a 5-point scale (A-E) in school</b>	<b>Areas and Objectives (as prescribed in the Scheme of Studies for Subjects of Internal Assessment)</b>
<b>Work Education or Pre-Vocational Education</b>	By the concerned Teachers	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)
<b>Art Education</b>	By the Art & Craft Teachers	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.
<b>Health &amp; Physical Education (Sports/Martial Arts/Yoga/NCC etc.)</b>	By the P.E. Teacher	Health & Physical Activity preferably sports will be given a regular period. Students will be provided opportunities to get professionally trained in the area of their interest. Indigenous sports, yoga and NCC will be encouraged in the school creating a sense of physical fitness, discipline, sportsmanship, patriotism, self-sacrifice and health care.

## 3. Discipline (Attendance, Sincerity, Behaviour, Values):

Discipline significantly impacts career shaping and it helps build character. Sincerity, good behaviour and values develop strength and foster unity and co-operation. Therefore, the element of discipline has been introduced. Class teachers will be responsible for grading the students on a Five-point scale (**A to E**).

## GRADE: XI

Weightage and Time Schedule for Assessment:

<b>Type of Test/Exam</b>	<b>Time Frame</b>
First Unit Test (1 hour)	May 1 <sup>st</sup> week
First Term (2 hours)	June 2 <sup>nd</sup> week
Half Yearly (2 hours)	November 1 <sup>nd</sup> week
Second Unit Test (1 hr)	January 2 <sup>nd</sup> week
Model Exam (3 hours)	February 1 <sup>st</sup> week
Annual Exam/Gulf Sahodaya (3 hours)	March 1 <sup>st</sup> week

## **GRADE: XII**

Weightage and Time Schedule for Assessment:

<b>Type of Test/Exam</b>	<b>Time Frame</b>
First Unit Test (1 hour)	May 1st week
First Term (2 hours)	June 2 <sup>nd</sup> week
Second Unit Test (1 hour)	November 2 <sup>nd</sup> week
First Model Exam (3 hours)	December 1 <sup>st</sup> week
Second Model Exam (3 hours)	January 2 <sup>nd</sup> week
CBSE Board Examination (3 hours)	February/March

### **Records and Record Keeping:**

Teachers keep records of all assessments in the Teacher Planners, and marks are entered electronically for the IT Department to maintain the data in student records and to evaluate and analyze the results. Students have access to their grades in each subject for the all previous years (since 2009) so that their progress can be tracked. Their scores are also compared with the class average. The total scores of the assessment are converted into a percentage and then shown as grades. Report Cards show these grades in a column headed as Continuous Assessments. These grades reflect the sincere effort put in by the student during the term in KG, Primary, Middle and Senior School.

### **Awards for Academic Excellence:**

To inspire students to improve their academic performance.

- **Badges:-** Children who get A1 in all the subjects are awarded with high achiever badges after every formal evaluation.
- **Chairman's Award:-** Students those who demonstrate outstanding performance consistently in all the evaluation are honoured with Chairman's Award (Badge).
- **Award for full A1 in all subjects in CBSE class X Examination.**
- **Cash Award for the Class XI Topper in Gulf Sahodaya Examination.**
- **Subject Topper award in class XII Board Examination.**
- **Gold Medal:-** For the Top Scorer in class XII Board Examination separately for science and commerce.

### **Feedback:**

**Midterm Review:** A comprehensive academic review of each pupil is conducted and shared with parents and pupils towards the middle of each academic term. The review includes a feedback on Attitude to learning, Behaviour, Contribution to class, Homework and strategies for improvement



**Open House:** In addition to the two midterm reviews, parents attend formal Parent/Teacher meetings at the end of each term where they meet each subject teacher and discuss the child's progress and achievement.

A consolidated report for each child is sent to parents at the end of each term which shows grades for the term. This is also sent online to parents. These reports outline the child's progress within all areas of the curriculum, including their strengths and talents.

On a continuous basis parents get feedback via notebook correction, continuous evaluation and, where necessary, notes in the student's school diary.

If children are underperforming, teachers inform parents either by phone or through mail or a note in the diary. If a child is consistently underperforming, the Supervisor calls the parents for a discussion and follow up action. In certain cases, children may be advised to see the School Counsellor for assistance.

**Follow-up Action:** Students who are found to be in need of extra support are provided with remedial classes. Here the teachers are able to give individual attention to the students and their progress is monitored closely. Assessment, recording and reporting procedures are reviewed annually to ensure that they evolve and incorporate the best practices.

Prof. M. Abubaker  
Principal