



**SCHOLARS**  
**INDIAN PRIVATE SCHOOL**  
RAS AL KHAIMAH, UNITED ARAB EMIRATES

# **Student Organiser**

**2025-26**

Recognised and approved by the Ministry of Education, U.A.E.  
Affiliated to the Central Board of Secondary Education, New Delhi

[www.rakscholars.com](http://www.rakscholars.com)

# SCHOLARS INDIAN PRIVATE SCHOOL

P.O. Box 3659, Ras Al Khaimah, U.A.E.

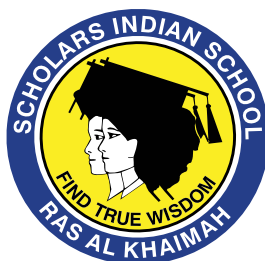
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ESTD 1999

## STUDENT ORGANISER (2025-2026)

Name ..... Admission No. ....

Grade ..... Section ..... School House ..... Bus No. ....

Tel. (Res.) ..... Mob. .... Office .....

Name of the Class Teacher .....



# UAE National Agenda and UAE Vision 2021



United in Responsibility	United in Destiny	United in Knowledge	United in Prosperity
COHESIVE SOCIETY AND PRESERVED IDENTITY	SAFE PUBLIC AND FAIR JUDICIARY	COMPETITIVE KNOWLEDGE ECONOMY	FIRST-RATE EDUCATION SYSTEM
	WORLD-CLASS HEALTHCARE	SUSTAINABLE ENVIRONMENT AND INFRASTRUCTURE	

**" The only valid criterion for judging man's merit, regardless of his faith, is his good actions. Being truly religious means fulfilling the true message of your own faith by leading a moral and good life that brings joy, comfort and peace to those around you"**

The late Sheikh Zayed bin Sultan Al Nahyan



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## PUPIL'S PERSONAL DETAILS

*To be filled in Block Letters*

Full Name .....

Male ☐ Female ☐ Admission No. ....

Grade ..... Section ..... Roll No .....

Date of Birth ..... Place of Birth .....

2<sup>nd</sup> Language Taken .....

Father's Name ..... Occupation .....  
(Guardian's Name)

Office Address ..... P.O.Box ..... Emirate .....

Off. Tel ..... Mobile ..... E-mail .....

Mother's Name ..... Occupation .....

Off. Tel ..... Mobile ..... E-mail .....

Residence Address .....

P.O.Box ..... Emirate ..... Telephone .....

Siblings (In Scholars)

Names:

Class:

1 ..... 1 .....

2 ..... 2 .....

3 ..... 3 .....

Bus Number ..... Boarding Point .....

Family Doctor ..... Blood Group .....

..... Telephone .....

We agree to abide by the rules and regulations of the school.

Signature: 1. Father ..... 2. Mother .....

3. Guardian .....

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Signature: 1. Father ..... 2. Mother .....

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## SCHOOL PROCLAMATION & POLICIES

### **We understand that the school will not permit:**

- \* Use of abusive language / gestures.
- \* Bullying.
- \* Getting involved in fights.
- \* Misbehaving in the class.
- \* Bringing dangerous items.
- \* Damaging school property.
- \* Bringing mobile phone and other gadgets.
- \* Leaving the school premises during school hours without permission.

### ***NOTE: Kindly refer our website for the following school policy information.***

- |                                    |                                       |
|------------------------------------|---------------------------------------|
| * Academic Council Policy          | * Cyber Safety Policy                 |
| * Bullying Prevention Policy       | * Grievance Policy                    |
| * Attendance Policy                | * Lab Policy                          |
| * Child Protection Policy          | * Marking Policy                      |
| * Gifted & Talented Policy         | * Policy on Assessment                |
| * Health & Safety Policy           | * School Clinic Policy                |
| * Learning Walk Policy             | * Security Policy                     |
| * Parent Council Policy            | * Transportation Policy and Agreement |
| * Rewards and Sanctions Policy     | * Data Protection Policy              |
| * School Parliament Policy         | * Password Protection Policy          |
| * Special Education Needs Policy   | * Acceptable Use Policy               |
| * Online Safety Policy             | * Induction Policy                    |
| * Digital Health & Wellness Policy | * BYOD Policy                         |
| * E-Learning Assessment            | * No Smoking Policy                   |
| * Filtering Policy                 | * Social Media Policy                 |
| * Admission Policy                 | * RISK Assessment Policy              |
| * Anti Litter Policy               | * Inclusion Policy                    |
| * Behaviour Policy                 |                                       |

We have clearly read the rules, instructions, schedules and all the standards regarding uniform, discipline, use of school transport and examinations given in this diary. Our signatures below indicate our understanding and support of the information and rules given in the diary.

Father's Name : \_\_\_\_\_

Signature : \_\_\_\_\_

Mother's Name : \_\_\_\_\_

Signature : \_\_\_\_\_

Ward's Name : \_\_\_\_\_

: Grade \_\_\_\_\_ Section \_\_\_\_\_

Signature : \_\_\_\_\_

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Mother's Name : \_\_\_\_\_

Signature : \_\_\_\_\_

Ward's Name : \_\_\_\_\_

: Grade \_\_\_\_\_ Section \_\_\_\_\_

Signature : \_\_\_\_\_



## Chairman's Message

Dear Students, Parents, and Staff,

As we stand on the threshold of a new academic year, I am filled with excitement and anticipation. The start of a new year always brings fresh opportunities for growth, learning, and achievement. We are committed to providing a nurturing environment that encourages excellence and personal development, ensuring that every student is empowered to reach their full potential.

This year, we will continue to focus on enhancing our curriculum, embracing new teaching methods, and integrating innovative technology to further support the academic journey. The CBSE curriculum itself is going through a paradigm shift and we at Scholars are streamlining our teaching methodology and assessment style to prepare our students in the best possible manner. We also need to meet the rigid and exacting standards set by the UAE Ministry of Education for their Vision 2030 especially in subjects such as Arabic. As it is an official directive from the UAE government, we as an UAE based educational institution must try to achieve it wholeheartedly and with commitment so therefore I humbly request the support of all the parents and students as we work hard together towards achieving these new national benchmarking standards.

Our dedicated teachers and staff are committed to fostering an environment where curiosity and creativity can thrive, and where each child is encouraged to explore and discover their true potential.

I would like to take this opportunity to express my gratitude to all our parents for their unwavering support. Together, as a community, we can make this academic year one of success, growth, and memorable experiences. Let's move forward with enthusiasm, dedication, and the spirit of collaboration as we embark on another exciting chapter of learning.

**Habib R. Mundol**  
Chairman



## Principal's Message



Dear all,

It gives me immense pleasure to welcome you all to the new academic year, 2025–2026. As we begin this journey together, I am filled with hope and anticipation. With our collective effort, unwavering commitment, and shared vision, I am confident that this year will be a truly memorable chapter in our lives.

While we continue to move forward, the lingering effects of the Covid-19 pandemic still pose challenges, particularly for our younger generation. Among the most affected are students, whose educational and social experiences were significantly disrupted. Though the online world offers vast opportunities for learning and growth, it also presents distractions and risks that can easily entice young minds. It is therefore vital for educators to guide students not only towards the immense potential of the digital world but also to make them aware of its pitfalls.

The educational landscape is evolving rapidly, especially with the implementation of the National Education Policy (NEP) 2020 and the growing influence of Artificial Intelligence. These changes are redefining how we teach and learn. Rote memorization is giving way to experiential learning—where students engage deeply, think critically, and solve real-world problems. As a school, we are proactively embracing these changes. Our teachers are well-equipped to deliver transformative learning experiences, ensuring students are prepared for a future full of opportunities.

We believe that parents and students must also embrace this new era in education. Together, we can build an environment where every child has the tools and encouragement to explore, innovate, and succeed.

As we recently celebrated the school's Silver Jubilee, I want to take a moment to thank each one of you for your steadfast support throughout the 2024–2025 academic year. Your involvement and encouragement made every achievement possible. As we step into 2025–2026, I look forward to your continued support for yet another enriching and successful year.

“To change the world, you must first change yourself”  
(Leo Tolstoy)

Warm regards,

**Hameed Ali Yahya K. M.**  
Principal



## MY SCHOOL - CONTACT NUMBERS

Subject	Name of the Teacher	Contact Number
Principal	Mr. Hameed Ali Yahya K. M.	00971-56-2915459
Vice Principal	Ms. Preetha M	00971-52-8124067
Senior Supervisor	Mr. Prasad T P	00971-50-6792326
Finance Controller	Mrs. Syamala Prasad	00971-56-2664676
School Counsellor	Mrs. Bitty Devasia	00971-55-8818902
Transportation Coordinator	Mr. Satheesh K	00971-50-6904699
Class Teacher		
English		
Mathematics		
EVS/Physics		
Chemistry		
Biology		
Social Science		
II Language		
III Language		
Arabic		
Islamic/Moral. Science		
Computer		
Moral Education		
Bus Driver		
Bus Caretaker		



## AN OVERVIEW

**SCHOLARS INDIAN PRIVATE SCHOOL**, established in the year 1999 has now grown to accommodate about 1400 students from Kindergarten to Grade XII both Science and Commerce respectively. The school team consists of 117 members with a task operating on the motto of seeking true wisdom with a vision to be the centre of excellence in provision and promotion of quality education. The school is equipped with a management wherein regimented growth of a child is the prime focus in all aspects and moreover aiming at full fledged development of the same. The authorities strive in all possible ways to cater a forum for each one of them to shoulder multiple tasks and avenues to unmask their innate talents and flair. The School Chairman and the Principal jointly collaborate and their ideation based on sound prudence has blessed the school with the finest results in all that they have undertaken. Promotion of standardized education interspersed with disciplined learning is the paramount target of this temple of education.

The assorted activities conducted within the school is highly appreciable and worth mentioning. Right from the onset of the academic year students are primed about events to be put up both within and outside the emirate, for which students are closely monitored, aided and drilled for far reaching results.



## MOTTO

Find True Wisdom

## VISION

The school is targeting to become A CENTRE OF EXCELLENCE in provision and promotion of quality education. All the learners in the school will be **confident, independent learners and active explorers for knowledge.**

## MISSION

1. To provide an enriching and **stimulating environment** within which the child becomes **an active explorer for knowledge.**
2. To provide a **framework of discipline** which empowers a child to develop **self-discipline** and **a strong sense of self.**
3. To provide a **cross-cultural environment** in which the foundation of **global peace** may be laid.
4. To **awaken children's interest in all subjects** and to encourage in them **a love for learning.**



## SCHOOL PRAYER

O my God,  
Fill me with purity and sincerity,  
Guide me to good character,  
Guard me from evils and vices,  
Make me a true citizen,  
Show me the path of success,  
Shower me with Thy Divine Blessing,  
In Thy Name do I start and end my day.

## SCHOOL PLEDGE

I shall be grateful to God,  
My parents, teachers and elders,  
By discharging my duties to them all  
With love,  
Affection,  
Sincerity,  
Obedience  
and  
Faithfulness.

## INDIAN NATIONAL ANTHEM

Jana Gana Mana Adhinayaka Jaya He  
Bharata Bhagya Vidhata  
Punjab Sindh Gujarat Maratha  
Dravida Utkala Banga

Vindhya Himachala Yamuna Ganga  
Uchchala Jaladhi Taranga  
Tava Shubha Name Jage,  
Tava Shubha Asisa Maage  
Gahe Tava Jaya Gatha;

Jana Gana Mangala Dayaka Jaya He  
Bharata Bhagya Vidhata  
Jaya He, Jaya He, Jaya He,  
Jaya, Jaya, Jaya, Jaya He

*Rabindranath Tagore*

## UAE NATIONAL ANTHEM

Ishi Bilaadi Aashat-tihaadu imaaratina  
Ishti Lishabin  
Dinu hul islamu Hadhyu Ul Qura`anu  
Hassantuk Bismillah Ya Watan  
Biladi Biladi Biladi Biladi  
Hamaki Elahu Shurooraz-zaman  
Aqsamna an nabneya na'amal  
naamal nukhlis naamal nukhlis  
Mahma Eshna nukhlis nukhlis  
daamal amaanu wa aashal alam ya imaaratina  
Ramzul Aroobati Kulluna nafdeeqi  
Biddima narweeki  
Nafdeeka Bil arwah ya Watan

عيشي بلادي عاش اتحاد إماراتنا  
عشت لشعب  
دينه الإسلام هديه القرآن  
حصنتك باسم الله يا وطن  
بلادي بلادي بلادي بلادي  
حماك اليله شرور الزمان  
أقسمنا أن نبني نعمل  
نعمل نخلص نعمل نخلص  
مهما عشنا نخلص نخلص  
دام الأمان وعاش العلم يا إماراتنا  
رمز العروبة كلنا نفديك  
بالدما نرويكي  
نفديك بالأرواح يا وطن

## THE UAE PLEDGE

أقسم بالله العظيم أن أكون مخلصا لدولة الإمارات العربية المتحدة و رئيسها .  
و أن أحافظ على أمنها و سلامتها . و أن أكون مطيعا للدستور و القانون .  
و أن أؤدي واجباتي بالصدق و الأمانة .

I pledge in the name of Almighty God that I shall be loyal to the United Arab Emirates and its head the President of UAE. I also pledge that I shall maintain the security and integrity of the country by being obedient to the constitution and the law. I shall also perform my duties honestly and be trustworthy.

## ENVIRONMENT PLEDGE

We / the Scholars / hereby pledge / to conserve /  
our natural resources by/:

- Recycling at home / and school
- Reducing the waste / We create
- And conserving / energy and water.



*"A country is not measured by the size of its area on the map. A country is truly measured by its heritage and culture"*

## INFORMATION ABOUT OFFICE AND SCHOOL HOURS

### **REGULAR TIMINGS : (MONDAY TO THURSDAY)**

Students reporting time	: 07.40 a.m.
KG Classes	: 07.40 a.m. to 11.50 a.m.
Grade I to XII	: 07.40 a.m. to 02.10 p.m.

### **REGULAR TIMING : (FRIDAY)**

KG to Grade XII	: 7:40 a.m. to 11:50 a.m.
-----------------	---------------------------

### **OFFICE HOURS : (MONDAY TO THURSDAY)**

Morning	: 07.00 a.m. to 02:30 p.m.
Saturday	: 8.30 am to 12.30 pm

No school work will be transacted on holidays.

Winter and Summer Holidays : 9.00 am to 12.30 pm

**NOTE: Office will remain closed on Sundays and Government Declared Holidays**

## PARENTS' VISITING HOURS

The Principal is available for discussion on all matters related to their ward on all working days from 11:00 a.m. to 1:30 p.m., on prior appointment.

Parents are requested to call the school office to make appointments.

Parents will not be permitted to visit their wards or any teacher in the classroom during school hours.

If anyone wants to meet any of the teachers for any clarification, appointment may be taken from the office in advance. The allotted time will be intimated to you and the teacher concerned will be available at the reception.





## ADMISSION RULES

Registration for admission shall commence from 1st October. Registration shall not guarantee admission. However, preference shall be given to those who have registered their names for admission in advance.

Admission shall close as soon as seats are filled. Admission shall be granted strictly based on age criteria and through entrance tests. Children seeking admission to Junior KG should have completed four years of age as on 31st March of the current academic year.

The following documents should be submitted at the time of admission.:

1. Admission form duly signed by parents.
2. Two passport size photographs.
3. Photocopy of the Birth Certificate.
4. Passport copies of the child and parents
5. Copy of Emirates ID Card.
7. Original Transfer Certificate from the previous school of study countersigned by:
  - a. **FOR LOCAL TRANSFER:** The Ministry of Education, U.A.E.
  - b. **FOR FOREIGN STUDENTS:** The District Educational Officer, Endorsed by the Ministry of Foreign Affairs, U.A.E. and Embassy of the country of origin.

**The confirmation of admission shall be subject to the approval by the Ministry of Education, U.A.E.**

## SCHEME OF EDUCATION

The school follows the curriculum conforming to the Central Board of Secondary Education, New Delhi, India. The medium of instruction is English. We take special care of students who come from different states of India having the respective language of the state as their earlier medium of instruction.

The second languages taught at present for Grade 1 to 5 are Hindi and Malayalam and for Grade 6 to 10 are Arabic, Hindi and Malayalam. Arabic is compulsory for all classes in accordance with the U.A.E Ministry of Education rules. Islamic Studies is offered to Muslim students and Moral Science Programme is given to everyone.

Hindi and GK are available as 3rd Language until Grade 8 and Tamil is available until Grade 6 now, which will be carried over till Grade 8 in the coming years.

### **Moral Education.**

Moral Education is an innovative, engaging curriculum designed to develop young people of all nationalities and ages in the UAE with universal principles and values, that reflect the shared experiences of humanity. It helps to build a system that nourishes and strengthens individual consciousness, builds a strong foundation for character and fosters an appreciation for cultural diversity within this framework.

The Moral Education Program (MEP) covers four pillars of teaching and learning: character and morality; the individual and the community; civic studies; and cultural studies. The program blends academic content with an exploration of character and ethics. It has been designed as a progressive series of units to be taught over twelve years of schooling from grade 1 to grade 12.

## STAGES OF STUDY

1. **Kindergarten:** Junior KG and Senior KG are spread over two years to introduce the tiny tots to the world of sound and sight making learning a pleasant experience. Even children who come from a non-English background will become proficient in English conversation, numbers and letters.
  2. **Grade I – VIII:** During these eight years, the students get a comprehensive foundation course. At the end of this stage, even those who come from varied backgrounds following diverse syllabi are ready for the CBSE secondary school course.
  3. **Secondary Level I – Grade IX & X:**  
At the end of Grade IX, the students shall appear for the **Gulf Sahodaya Examination, which is common for the Gulf countries.**  
At the end of Grade X, they will appear for the All India Secondary School Examination of C.B.S.E. New Delhi.  
Marks in the Grade X Model Examinations will be taken as the criteria for Grade XI admission.  
**Secondary Level II – Classes XI & XII:**  
The school offers Science and Commerce streams.  
At the end of Grade XI, the students shall appear for the **Gulf Sahodaya Examination, which is common for the Gulf countries.**  
At the end of Grade XII, they will appear for the All India Senior Secondary Certificate Examination of C.B.S.E. New Delhi.
- Any chances bringing forth by the CBSE will be accommodated.

## CO-CURRICULAR & EXTRA-CURRICULAR ACTIVITIES

Aiming at an all round development of the child's personality, the school offers a wide range of co-curricular and extra curricular activities.

### Communication and Personality Development: CPD

Communication skills and personality development are important for success in life. All students are trained in this area right from kindergarten level and the programme runs throughout the academic year. Almost all the students overcome stage fear and most of them become skilled public speakers. This unique feature makes Scholars Indian Private School stand out from the crowd.

Other activities include Quiz, Recitation, Essay-Writing, Dramatics, Debating, Athletics, Art and Music. Promising students are provided expert guidance to prove their talent in competitions.

### Scholars Gavel Club

Scholars Gavel Club is an official Toastmasters club for youth between ages 10 to 18 years. It is the first club in Ras Al Khaimah for the youth. The gavel club helps kids overcome nervousness, improve public speaking skills, enhance leadership qualities, face evaluations, become more outspoken and confident and develop impromptu speaking skills. The club also conducts debate competitions, speech contests, evaluation



## CO-CURRICULAR & EXTRA-CURRICULAR ACTIVITIES

contests, humorous speech contests with other community clubs. It prepares them for college interviews and make career choices.

### ABACUS

The school is introducing ABACUS this year in Grades 2, 3 and 4 in order to enrich the mathematical experience of our students. ABACUS is a mathematical tool that has proved to be greatly helpful for students who are struggling in mathematics to make the operations simple and faster. It not only sharpens their observation skills but also boost their confidence, enhances their brain power, makes calculations easier and faster and improves their mental growth. Our teachers are given training for the same by professionally acclaimed agencies so that the students get a class a week.

### SCOUTS AND GUIDES

The school is committed to develop the students' personality and leadership skills. By introducing SCOUTS & GUIDES, the school aims at improving not only academic skills but also their confidence, ethics, leadership skills and citizenship skills that ultimately contribute to shape him/her into a better personality. It adds to binding good relationships with their own age groups as well as the community. The school will be organizing a lot of activities under SCOUTS & GUIDES such as camps and interschool exchange programmes that will help them develop social skills.

## THE STUDENTS' DEMOCRATIC ORGANISATION

### Scholars Democratic Organisation: SDO

The **SDO** is a student body, comprising of student leaders who are elected on the basis of fair elections. The Election campaign and Election procedures are strictly monitored by the Chief Election Commissioner and Election Observers who are appointed from the Teaching Faculty.

Children from Grade 6 and above are eligible to vote in the election. A voter can propose or second only one candidate. Candidature to the elections is reserved for students from Grades 9 to 12.

#### Student Leaders are elected for the following Portfolios:

- |  |                                     |
|--|-------------------------------------|
| 1. President (Reserved for Boys)       | 5. Minister for Culture & Happiness |
| 2. Prime Minister (Reserved for Girls) | 6. Minister for Health & Safety     |
| 3. Speaker                             | 7. Minister for Sports              |
| 4. Minister for Environment            | 8. Minister for Communication       |

The elected student leaders share the responsibility of maintaining discipline on the campus. They work hand in hand with the School authorities to achieve a conducive school environment.

### The House System

To inculcate a sense of team spirit and healthy competition, the students are divided into four houses: **Diamond, Emerald, Ruby and Sapphire.**

## THE STUDENTS' DEMOCRATIC ORGANISATION

Each week one of the houses is made responsible for maintaining discipline and general order of the school. Extra-curricular activities are conducted on an inter-house basis. A trophy is presented at the end of the academic year to the house with the highest aggregate points.

### Portfolios under the House System:

1. Captains of the four Houses
2. Vice-Captains of the four Houses

## SCHOOL SERVICES

**Library:** The school has a well equipped library on a priority basis with books on a wide range of interests, carefully chosen to be of educational value to the students of all age groups under the guidance of a qualified librarian.

**Laboratories:** The science department has separate laboratories for Physics, Chemistry and Biology. Students of class VI to XII have facilities to do experiments. Demonstration classes are also held for students of lower classes at regular intervals. Besides the above, a separate laboratory is established for Mathematics also.

**Computer Lab:** The school has taken steps to get the students oriented to computer education from Grade I onwards. Each student gets to undergo computer training. A large computer lab is set up for this purpose.

**Transportation:** The school provides air-conditioned buses. They are routed through different parts of Ras Al Khaimah to enable students to avail school transport.

**Medical Care:** A separate room is provided for the clinic and a qualified nurse attends to students requiring emergency treatment. Medical records of all the students are maintained.

**The Bookstore:** Textbooks, stationery etc., are available in the school store. Parents are requested to avail the services of the stores to ensure uniformity in textbooks and notebooks.

**Uniform:** School uniform is made available through approved outlets.

## REMITTANCE OF FEES

**Fees should be paid before the 10<sup>th</sup> of each month. If the 10<sup>th</sup> falls on a holiday, the fees shall be paid on the following working day.**

After the third month, the name of the defaulter shall be struck off from the rolls.

Fees shall be accepted during the office hours. Fees once paid shall not be refunded.

Students shall not be allowed to appear for examinations unless all dues have been fully cleared.

Fees should be paid for the month for which the pupil's name has been carried on in the class register, even if the pupil has been absent during those months. Avoid entrusting small children with money for paying fees.

## REMITTANCE OF FEES

Note: Fee payment may be made term wise April to June, September to December and January to March.

- Mode of payment:
- School App
  - Card payment
  - Cash payment

## EXAMINATIONS AND PROMOTION

- Attendance is compulsory for all assessments and examinations.
- Grade I to V students have 2 mid terms and 2 term exams. Grade VI to VIII students will have 2 periodic tests and half yearly exam before the Annual Exam. Grade IX to XII students must appear for all exams as per schedule given in the diary page no. 57 and 58.
- A student who has not appeared in the final examination/assessments shall not be promoted to the higher class, under normal circumstances.** Consideration in the event of an emergency situation shall be at the discretion of the school authorities. A special application will have to be made for the same.
- No student shall miss classes or keep away from other curricular and extracurricular activities conducted in the school. Regular attendance is compulsory.
- Those who do not have 80% attendance during the academic year shall not be allowed to appear for the final examination. Attendance may be condoned on any one of the following grounds supported by proper documents:
  - Pupil's medical treatment.
  - Any other reason acceptable to the Principal.
- Grade IX to XII students must obtain 33% in internal assessment and annual exam separately to get promotion to the next class. For Grade IX & XI students, if the child fails in one subject there will be a compartment examination and the promotion will be based on the marks scored in the compartment examination. Failure in two or more subjects will be taken as detained.
- Grade VI to VIII students must obtain 33% (Term 1 + Term 2) in written and internal assessment separately in all the subjects except Arabic, Islamic Studies and UAE SS to get promotion to the next class.
- Grade I to V students must obtain 35% (Term 1 + Term 2) in written and internal assessment separately in all the subjects except Arabic, Islamic Studies and UAE SS to get promotion to the next class.

## PROMOTION CRITERIA

### Grades I – XI

Subjects	Passing Minimum
Arabic	50%
Islamic Studies	50%
UAE S.S.	40%

### Grades XII

Arabic & Islamic	60%
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## ASSESSMENT STRUCTURE

### Assessment structure for Grade I to V

Subjects	Term 1 (100 marks)		Term 2 (100 marks)	
	Periodic Assessment (20 marks)	Half Yearly Exam (80 marks)	Periodic Assessment (20 marks)	Annual Exam (80 marks)
Language 1 Language 2 Language 3 Mathematics Science Social Science Any other subjects	<ol style="list-style-type: none"> <li>Periodic Test 10 marks with syllabus covered till the announcement of test dates by school</li> <li>a. Pen Paper Test (5 marks)</li> <li>b. Multiple Assessment strategies to be used. (quizzes, oral test, concept map, exit cards, visual expression etc.) (5 marks)</li> <li>Note Book Submission at term end (5 marks)</li> <li>Sub Enrichment at term end (5 marks)</li> </ol>	<ul style="list-style-type: none"> <li>Written exam for 40 marks (which will be converted to 80 marks) with syllabus covered till the announcement of Half Yearly exam dates by school.</li> </ul>	<ol style="list-style-type: none"> <li>Periodic Test 10 marks with syllabus covered till the announcement of test dates by school                             <ol style="list-style-type: none"> <li>Pen Paper Test (5 marks)</li> <li>Multiple Assessment strategies to be used. (quizzes, oral test, concept map, exit cards, visual expression etc.) (5 marks)</li> </ol> </li> <li>Note Book Submission at term end (5 marks)</li> <li>Sub Enrichment at term end (5 marks)</li> </ol>	<ul style="list-style-type: none"> <li>Written exam for 40 marks (which will be converted to 80 marks) with syllabus covered till the announcement of Annual exam dates by school.</li> </ul>

### Assessment structure for Grade VI to VIII

Subjects	Term 1 (100 marks)		Term 2 (100 marks)	
	Periodic Assessment (20 marks)	Half Yearly Exam (80 marks)	Periodic Assessment (20 marks)	Annual Exam (80 marks)
Language 1 Language 2 Language 3 Mathematics Science Social Science Any other subjects	<ol style="list-style-type: none"> <li>Periodic Test 10 marks with syllabus covered till the announcement of test dates by school</li> <li>a. Pen Paper Test (5 marks)</li> <li>b. Multiple Assessment strategies to be used. (quizzes, oral test, concept map, exit cards, visual expression etc.) (5 marks)</li> <li>Note Book Submission at term end (5 marks)</li> <li>Sub Enrichment at term end (5 marks)</li> </ol>	<ul style="list-style-type: none"> <li>Written exam for 80 marks with syllabus covered till the announcement of Half Yearly exam dates by school</li> </ul>	<ol style="list-style-type: none"> <li>Periodic Test 10 marks with syllabus covered till the announcement of test dates by school                             <ol style="list-style-type: none"> <li>Pen Paper Test (5 marks)</li> <li>Multiple Assessment strategies to be used. (quizzes, oral test, concept map, exit cards, visual expression etc.) (5 marks)</li> </ol> </li> <li>Note Book Submission at term end (5 marks)</li> <li>Sub Enrichment at term end (5 marks)</li> </ol>	<p>Written exam for 80 marks with syllabus coverage as below:</p> <p>Class VI: 10% of 1st term covering significant topics + entire syllabus of 2nd term</p> <p>Class VII: 20% of 1st term covering significant topics + entire syllabus of 2nd term</p> <p>Class VIII: 30% of 1st term covering significant topics + entire syllabus of 2nd term</p>

## ASSESSMENT STRUCTURE

### EFFECTIVE FROM THE ACADEMIC YEAR 2019-20

#### Assessment structure for Grade IX & X

Total 100 marks (syllabus for assessment will be only for Grade IX & X)						
Subjects	<b>80 Marks (Board Examination)</b> <ul style="list-style-type: none"> <li>Students has to secure 33% marks out of 80 marks in each subject</li> <li>The Board will conduct Class X Examination for 80 marks in each subject, covering 100% syllabus of the subject of Class X only.</li> <li>Marks and grades both will be awarded for individual subjects. 9-point grading will be same as followed by the Board in Class XII</li> </ul>			<b>20 Marks (Internal Assessment)</b> Student has to secure 33% marks out of overall 20 marks earmarked in each subject		
	Components of Board Examination Paper			Periodic Test (marks 10)	Notebook submission (marks 5)	Subject enrichment activity (5 marks)
Language 1	Short answer/ long answer	Objective type including multiple choice questions	20 marks (this is already incorporated in 2019 Board Exams in many subjects)	1. Pen Paper Test (5 marks) 2. <b>Multiple Assessment</b> strategies to be used. (quizzes, oral test, concept map, exit cards, visual expression, portfolio etc.) (5 marks)	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	(objective as well as subjective)					Practical Lab work
Science		Subjective number of questions will be reduced to enable student to have enough time to give analytical and creative responses.	60 marks			Maths Lab Practical
Mathematics						Map Work and Project Work
Social Science						

#### Assessment structure for Grade XI & XII

Subjects	Total 100 marks (CBSE Syllabus 2024-2025)	
English Mathematics Economics Business Studies Accountancy	80 Marks (Board Examination)	20 Marks (Internal Assessment/ Projects/Viva/Record)
Physics Chemistry Biology Informatics Practices Physical Education	70 Marks (Board Examination)	30 Marks (Practical/ Projects/Viva/Record)
Financial Markets Management	60 Marks (Board Examination)	40 Marks (Practical/ Projects/Viva/Record)

Note: The assessment structure for grades X and XII is prepared based on the CBSE curriculum from the previous academic year. However, if CBSE implements any changes such as the introduction of a three language system or other modification, the school will adapt and follow the updated CBSE values accordingly.

## ASSESSMENT STRUCTURE

### 1. a. **Periodic Test (10 marks):**

The school conduct two periodic written tests in the entire academic year and the average of the best two will be taken. The schools have the autonomy to make its own schedule. However, for the purpose of gradient learning, three tests may be held as one being the mid-term test and other the two being pre mid and post mid-term with portion of syllabus cumulatively covered. The gradually increasing portion of contents would prepare students acquire confidence for appearing the Board Examination with 100% syllabus. The school will take the average of the best two tests for final marks submission.

### b. **Notebook Submission (5 marks)**

Notebook submission as a part of internal assessment is aimed at enhancing seriousness of students towards preparing notes for the topics being taught in the classroom as well as assignments. This also addresses the critical aspect of regularity, punctuality, neatness and notebook upkeep.

### c. **Subject Enrichment Activities (5 marks)**

These are subject specific application activities aimed at the enrichment of the understanding and skill development. These activities will be recorded internally by respective subject teachers.

**For Languages:** Activities conducted for subject enrichment in languages should aim at equipping the learner to develop effective speaking and listening skills. (ASL)

**For Mathematics:** The laboratory activities and projects as given in the prescribed publication of CBSE/NCERT will be followed.

**For Science:** The practical work / activities will be carried out as prescribed by the CBSE in the curriculum

**For Social Science:** Map and project work will be undertaken as prescribed by the CBSE in the curriculum.

### 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.

## ASSESSMENT STRUCTURE

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)
<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 their areas of 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).

### 4. **Know Your Aptitude:**

National Council of Educational Research and Training (NCERT) has developed a tool for knowing the aptitude of students of classes IX and X. Our school has the provision and has administered this mechanism for students to know their aptitude in selecting the stream for higher studies.



“Our union stems from our heritage... The spirit of the union paired vision with work, hence cultivating success”.



## REWARDS FOR ACADEMIC EXCELLENCE

**Criteria to attain the prestigious badge for ACADEMIC EXCELLENCE are given below.**

### CHAIRMAN'S BADGE

Chairman's badge winners' list will be declared at the end of every academic year.  
A student must have fulfilled the following criteria to be eligible for the Chairman's badge.

- \* He/She must have above 80% attendance.
- \* He/She must have attended all the evaluations (PT, T-1 AND T-2) conducted by the school.
- \* He/She must have obtained **91% and above marks** in the WRITTEN exams in CORE subjects (ENGLISH, MATHEMATICS, SCIENCE, SOCIAL STUDIES AND SECOND LANGUAGE) in all the evaluations.
- \* He/She must have secured **pass mark** in Arabic exams.

### BLUE BADGE

He /She must have attended all the exams.

The student must have secured **91% and above marks** in the WRITTEN exams. in CORE subjects (ENGLISH, MATHEMATICS, SCIENCE, SOCIAL STUDIES AND SECOND LANGUAGE) in Terminal examinations.

The student must have secured pass percentage in the Arabic exam.

**Special note:** Blue Badge is a rolling badge and it is distributed term wise.

### BOARD EXAMS AND RECOGNITIONS

Every topper of 10th and 12th (Science and Commerce) Board Exams is honoured with a GOLD medal.

Subject toppers of 10th and 12th board exams are recognised by mementos.

Grade 11 (Science and Commerce) toppers with 80% and above marks are honoured by Chairman's cash award.





## APPLICATION FOR LEAVE

Application for leave of the child up to a maximum of 15 days shall be submitted to the Principal in the prescribed form available with the office and permission should be obtained in advance of the student proceeding on leave. Granting of leave does not necessarily mean that the student's name shall be continued indefinitely in the rolls. It shall be stricken off on the expiry of leave granted and in the event of non-payment of fees. **Leave during the examination period shall not be granted.**

## LEAVING CERTIFICATE

1. Those who want to get a school leaving certificate (T.C) should apply one month in advance failing which, fees shall be collected for the subsequent month.
2. School leaving certificate shall be issued only after the collection of all dues to the school.

## PARENTS AND SCHOOL

1. **Parents and guardians are requested to co-operate with the school in the interest of the students' development.**
2. They are requested to send their wards in proper and complete school uniform, and see that they are punctual, come to the school with the necessary books and stationery, observe school discipline and participate in the school activities.
3. Regular hours of study at home shall help the children develop proper habits.
4. The school shall be sending messages, notices, etc., at regular intervals through the school calendar and circulars. Parents / Guardians are requested to look into them and sign them as and when required.
5. Parents / Guardians shall not be allowed to meet the teachers during the school hours without the prior permission from the Principal. Periodic meetings of parents & teachers shall be held to discuss at length, general and particular problems concerning the students.
6. Parents and guardians shall be expected to be very particular to ensure that their children return home immediately after school hours except on days when they stay on for co-curricular activities. It may be noticed that the responsibility of the authorities shall cease immediately after school hours.
7. Parents are requested not to send their children to school if they are medically unfit. If a pupil is absent for any reason, the class-teacher should be informed at once.
8. A first-aid box is kept in the school for minor injuries that may occur. If required they shall be sent to the Government Hospital for treatment with information to the parent.
9. Parents are requested to send a photocopy of their child's health registration card in order to facilitate immediate medical attention in case of emergency.
10. Any change in the residential address or telephone number should be notified to the school immediately.

### Rules of discipline

1. Pupils should come in time (07.40 am) to the school. Late comers shall not be admitted to the class.
2. Pupils should possess a copy of the school diary, which should be brought to the school every day.
3. Students are expected to communicate only in English within the school premises.
4. Personal cleanliness and hygiene is expected from all. Shabby, uncombed hair will not be permitted.
5. **Students are not expected to wear any fancy hairstyles. Boys are to have a gentle close cropped hairstyle. Long and fancy hairstyles are not permitted. Colouring of hair is strictly prohibited.**
6. Every child admitted to the school should have uniform in exact colour and pattern.
7. A pupil without uniform and shoes shall be asked to return home.
8. Running, playing, shouting inside the classrooms shall not be allowed. Students shall observe silence when changing classes for languages and other subjects.
9. Students shall not remain absent from school on working days. Leave shall be granted only on medical grounds.
10. If a student is late or absent, he or she should bring a written justification in the "Absence Record/ Late Coming Record" in the diary.
11. Students should return after the holidays on the re-opening day. In case of sickness for more than three days, the Principal should be informed and a doctor's certificate should be produced along with the leave application.
12. Students absent from the school for more than 15 days without permission will be removed from the rolls and have to seek re-admission to attend school.
13. No pupil shall leave the school premises during working hours, except with the special permission from the principal.
14. **The school shall not be responsible for the loss of books, money, clothes and other articles. The students shall look after their own belongings. It is not advisable to have money or valuable articles (like ornaments) with them.**
15. No books other than textbooks or library books should be brought to the school.
16. No presents shall be given to the teachers & caretakers.
17. Any kind of damage done to the school property should be made good. In the event of any damage to the school property the student will be held responsible. All students should be particularly careful not to throw papers anywhere in the school premises. Dustbins are provided for the same.
18. Letters received in the school, addressed to the students shall not be delivered.

## DISCIPLINE

19. All students shall be responsible for their behaviour both inside and outside the school. Any reported or observed objectionable conduct outside the school on the part of the students shall be liable to disciplinary action.
20. A student who fails for two consecutive years in a particular grade shall be dealt with seriously, leading to dismissal in extreme cases.
21. Disrespect and disobedience to superiors and other misbehaviour shall be dealt seriously, leading to dismissal in extreme cases.
22. The school has introduced the system of class prefects, whereby the senior students assist in the maintenance of general discipline during school hours.
23. Students suffering from infectious diseases like chickenpox shall not be permitted to attend the school.
24. Students with irregular attendance, habitual idleness, disobedience or conduct against the moral tone of the school shall be dealt seriously.
25. Misbehaviour by students shall be reported to the parents. Even after repeated warnings, if a student continues to misbehave, he or she shall be expelled from the school.
26. At all times, the students shall be expected to be polite and courteous towards the teachers and other school authorities by maintaining excellent manners.
27. Pupils should carry water bottles from home. Drinking water from the vending machine is available in the school.
28. Students should inculcate the habit of good handwriting, neatness in presentation of all written activities.
29. During recess time students should have their snacks in class and then go outside to play.
30. Students should refrain from eating/chewing gum while in School.
31. **Birthdays may be celebrated by gifting valuable books to the school library in their name and only then they are supposed to distribute the toffees. No cake cutting/distributing is permitted. Students should wear only uniform and BIRTHDAY BADGE provided by school.**



“

*The UAE has always been, and still is, a proponent of peace and a symbol of tolerance among people*

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### Classroom Etiquette for Students

1. **Be Punctual:** Arrive on time for every class and settle down quickly.
2. **Be Prepared:** Bring all necessary materials like textbooks, notebooks, stationery, and assignments.
3. **Show Respect:** Respect your teachers, classmates, and the school environment. Avoid disruptive behavior.
4. Avoid eating during class hours. Eating is allowed only during recess.
5. **Listen Attentively:** Pay attention when the teacher or classmates are speaking. Avoid interrupting.
6. **Participate Actively:** Engage in discussions, ask questions, and share ideas respectfully.
7. **Follow Instructions:** Listen carefully to the teacher's instructions and follow them promptly.
8. **Raise Your Hand:** Signal your intention to speak by raising your hand rather than calling out.
9. Students are strictly prohibited from bringing any gadgets including mobile phones to the school. Please adhere to the school's gadget policy. If confiscated, the same will be returned only after one month. If the mobile or other gadgets are used for taking photo or for any other purpose, the gadgets will be returned only after one year.
10. **Maintain Cleanliness:** Keep your desk and classroom tidy. Dispose of waste properly.
11. **Respect Classroom Property:** Take care of school property, including furniture, books, and technology.
12. **Be Honest:** Complete your work with integrity. Avoid cheating or copying.
13. **Use Polite Language:** Speak kindly and courteously to everyone. Avoid inappropriate language.
14. **Stay Focused:** Avoid side conversations, doodling, or any distractions during lessons.
15. **Follow Dress Code:** Wear the proper school uniform and adhere to the school's dress code.
16. **Be Supportive:** Help your classmates and encourage a positive learning environment.

### NETIQUETTE FOR STUDENTS

1. Pupils should join the class within 5 minutes of receiving the JOIN invitation.
2. Always be neatly dressed (uniform) with combed hair and washed face. (self-hygiene is your responsibility)
3. No eating during the class hours but can drink water with the permission of teacher.
4. Take permission of the teacher to go to the wash room.
5. Enable the video throughout the class (Mandatory) and unmute the microphone when required.
6. Avoid unnecessary comments in the class (both oral and chatting). Always click the RAISE HAND option to communicate and wait for your turn.
7. In case of absence or any late entry, inform the subject teacher and the class teacher immediately.
8. Internet issues, if any spotted, get it fixed at the earliest.
9. You are advised to utilise your class time effectively. Do not engage into playing games, watching videos or chatting during class hours.
10. It is mandatory to be present in all periods. Absence without valid reasons even for a period will be considered as absent for the whole day.
11. Assignments/projects/homework/notebook/record etc. be sent on time as it is taken into account for your INTERNAL marks.
12. Don't leave the classroom without the permission of teacher.
13. Parents are not supposed to be with students during class hours. Let them be self sufficient.
14. Avoid distracting backgrounds or icons.
15. Don't move around during class hours.
16. Don't violate any of the online safety rules of the school (refer online safety policy in school website).

## DISCIPLINE

### Refreshments

- Bring only homemade healthy food for snacks and lunch. Avoid junk foods like chips, candies, and sugary drinks.
- Eating is allowed only during recess. Avoid eating during class hours.
- Do not share food to maintain hygiene and avoid allergic reactions.
- Dispose of food waste properly in the bins provided.

### Drinking Water

- Carry a personal water bottle to stay hydrated.
- Drinking water during class hours is allowed with the teacher's permission.
- Ensure your water bottle is clean, labeled, and used responsibly. Don't bring glass bottles

### Personal Hygiene

- Come to school neat and tidy, completing your morning routine — take a bath, brush your teeth, and comb your hair.
- Wear a clean, well-ironed uniform and maintain proper grooming.
- Keep your nails trimmed and avoid using excessive perfumes or makeup.
- Wash your hands before eating and after using the restroom.
- Use a handkerchief or tissue to cover your mouth when coughing or sneezing.

## SCHOOL UNIFORM

It is mandatory for all pupils to wear the school uniform. All students must be in full and correct uniform. We ask for parental support in achieving the best possible standard for our students.

**N.B.:** No Jewellery or accessory (other than a watch) to be worn to school. Extreme styles or colour is not permitted. Do not use hair gel, hair cream, etc. Black colour belt to be used. Close cropped hair style for boys. Long and funky hairstyles are not allowed. Nails should be clipped short.

### KG-BOYS UNIFORM



#### KG BOYS

##### Regular Uniform

T-shirt & shorts	White socks (with school name)
Black belt and tie	Black shoes

##### SPORTS UNIFORM (HOUSE WISE UNIFORM)

House wise T-shirt (4 colour)	White socks (with school name)
Track pant and jacket	White shoes



KG-Boys



PT UNIFORM

Note: Sweater for Boys (RED) starting from KG to Grade V (from the authorised dealer),

### KG-GIRLS UNIFORM



#### KG-GIRLS

##### Regular Uniform

T-shirt	White socks (with school name)
Mini skirt and bow	Black shoes

##### SPORTS UNIFORM (HOUSE WISE UNIFORM)

House wise T-shirt (4 colour)	White socks (with school name)
Track pant and jacket	White shoes



KG-Girls



PT UNIFORM

Note: Sweater for Girls (RED) starting from KG to Grade V (from the authorised dealer),

SCHOOL UNIFORM



GRADE 1 - 12 BOYS UNIFORM
Half sleeve shirt
Elastic pant
Waist coat
Tie, black belt
White socks (with school name) and black shoes
SPORTS UNIFORM (HOUSE WISE UNIFORM)
House wise T-shirt (4 colour), track pant and jacket
White socks (with school name) and white shoes



PT UNIFORM

Note: Sweater for Boys (RED) starting from Senior KG to Grade V (from the authorized dealer), Blazer for Boys (BLUE) starting from Grade VI to Grade XII (from the authorized dealer).

In the months of June to October school tie for boys and school bow for girls is exempted and the complete uniform must be worn in the remaining months



## SCHOOL UNIFORM

**N.B. Use of makeup, nail polish, jewellery, accessories etc. are strictly prohibited. Only a wrist watch and a pair of stud earrings are allowed. Hair must be neat and tidy without hair colour. Long hair should be tied in two braids or pony tail. Red/Black coloured hair ribbons/clips or hair bands to be used. Nails should be clipped short.**



### GRADE 1 - 4 GIRLS UNIFORM

Dungaree	Black belt
Half Sleeve Shirt	Grey hair band
White socks (with school name)	Grey scrunchies
Black shoes	

### SPORTS UNIFORM (HOUSE WISE UNIFORM)

House wise T-shirt (4 colour)	White socks (with school name)
Track pant and jacket	White shoes



PT UNIFORM

### GRADE 5 - 12 GIRLS UNIFORM

3/4 <sup>th</sup> Blouse	Black shoes
Wide leg pant	Black belt
Full skirt (optional: made to Measurement)	Grey hair band
Waist coat	Grey scrunchies
White socks (with school name)	Hijab/Scarf (White)

### SPORTS UNIFORM (HOUSE WISE UNIFORM)

House wise T-shirt (4 colour)	White socks (with school name)
Track pant and jacket	White shoes



Note: Sweater for Girls (RED) starting from Senior KG to Grade V (from the authorized dealer),  
Blazer for Girls (RED COLOUR) starting from Grade VI to Grade XII (from the authorized dealer).

## SCHOLARS - BUS RULES

1. Move in a queue to get into the bus. Do not push other pupils.
2. Use only the seat allotted to you.
3. Do not walk around in the moving bus.
4. Do not shout or talk loudly in the bus as it may distract the driver.
5. Do not fight with other pupils.
6. Do not litter in the bus.
7. Do not keep any bags in the walking space or on the seats.
8. Do not eat in the bus.
9. Do not damage the interior of the bus; any damage caused by you will be charged for.
10. Allow KG pupils and juniors to be seated first.
11. Do not argue or back answer the caretakers.
12. Inform changes of location in the office.
13. Parents must refrain from talking to the caretakers and drivers. Any matter of concern should be discussed in the school office only.
14. Please notify the change in residence and mobile number at the earliest. Check the availability of the school bus in that route if you want to avail the school transport.

### School Bus Attendance System with Location Tracking

Our School Bus Attendance System provides a custom GPS Tracking and attendance Solution for parents and school transport department. The solution is primarily focused at enhancing the student safety by instant communications to the parents. The system gives Instant alert of student attendance and bus location to the parents makes them stay connected and thereby include them in student safety.



## TIPS FOR STUDENTS

### TIME MANAGEMENT

Manage your time to make the most of it.

As a student you have the same amount of time as everyone else, but some people tend to complete more than others. The experts tell us that most of what we do is based on habit. By practicing some good “time management” habits you can begin to achieve all the things that you need and want to do.

#### **Managing my time in the classroom**

- Record all homework task on the day they are given.
- Record longer term tasks and the day they are due.
- Record assignment/test results in your planner for use in a record of achievement.
- Record all targets set and when they are completed.
- Ensure that you record full details of tasks/projects set.

#### **Managing my time after school/at home**

- Arrange your work in order of priority (use 1,2,3)
- Check off assignments/tasks when they have been completed.
- Organise your time into half-hour blocks.
- Take time to review work returned by your teacher.
- Commit yourself to revision schedule and stick to it.

#### **Managing my time to complete my tasks**

- Prepare a schedule which also includes regular leisure time.
- Take a short break or reward yourself after completing a task.
- Do not try to memorise all facts or details for a test at one time.
- Divide lengthy or difficult assignments/tasks into short manageable units.
- Wait a day before editing the rough draft of a written assignment.
- Transfer all unfinished tasks to a future date.
- Reflect regularly on your time use; set priorities for your work.

### STRATEGIES FOR SUCCESS

A strategy involves using a plan of action to achieve a certain goal. To achieve success you will need to use a variety of strategies, such as those listed below:

Talk through these strategies with your parents or a teacher.

#### **Strategy 1 – Listen carefully**

- Concentrate on what is being said and ignore other noise.
- Ask questions if something is not clear.
- Listen for the meaning and ideas behind the words.

#### **Strategy 2 – Take clear notes**

- Write down only important facts and ideas.
- Use my own words rather than those of the teacher.
- Number the major points made into a sequence.

#### **Strategy 3 – Choose the right place**

- Try to work in the same quiet place.
- Ensure that my work place is well lit to avoid tiring my eyes.
- Keep work space tidy and use a firm chair.

#### **Strategy 4 – Go further**

- Make it a habit to do some homework every day.
- Identify and regularly use additional references, e.g. encyclopedia.
- Enroll at the local or central library and be aware of their facilities.

#### **Strategy 5 – Revise effectively**

- Be specific and stick rigidly to revision timetable.
- Revise in short bursts; stop when mind begins to wander.
- Try to reproduce the notes on paper rather than just reading books.



*He who does not know his past cannot make the best of his present and future, for it is from the past that we learn.*

*Sheikh Zayed*

## PLANNING FOR TESTS & EXAMINATIONS

This guide is intended to help you prepare for any important exams. Preparation before each set of examinations or test is considered to be as important as your performance in each exam, so use the guide below as a checklist.

### 1. PLAN REVISION

- Make sure that all your notes are in order and up to date.
- Find out the dates and the length of each exam.
- Draw up a revision timetable and stick to it.

### 2. PREPARATION

- Obtain copies of the syllabus/past papers/revision guides
- Read through your notes, highlighting or re-writing key words/phrases.
- Aim to work in 45 minute stretches, taking 15 minute breaks.

### 3. BEFORE EACH EXAM

- Re-read through your notes, but take a quality break e.g. have a bath/shower.
- Make sure that you have all the equipment needed; include re-fills for your pen(s).
- Make sure that you are comfortable and have a light snack/meal before each exam.

### 4. IN THE EXAM

- Read the instructions carefully – do the right number of questions.
- Plan your time – allocate enough time for each question you must answer,
- Answer the question set; not the one you hoped for.

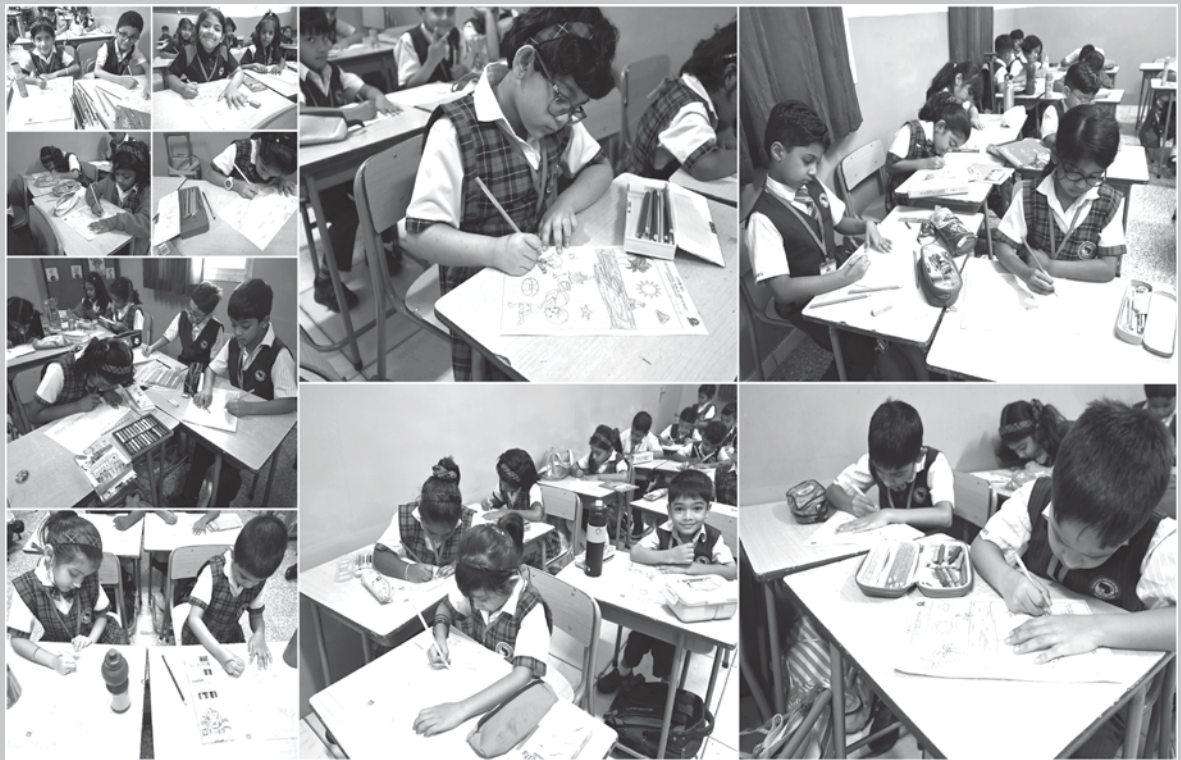
### 5. AT THE END OF THE EXAM

- When you think you have finished, check your script for mistakes and complete any unfinished sections.
- Cross out any rough work you do not want to be marked
- Ensure that all diagrams have titles and are fully labelled.

### 6. AFTER THE EXAM

- Do not worry about the exam you have just taken.
- Have a rest/meal or take part in a leisure activity.
- Begin to concentrate on the next test or exam.











# 2025

January

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5	6	7	8	9	10	11
12	13	14	15	16	17	18
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February

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April

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May

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25	26	27	28	29	30	31

June

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July

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August

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September

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October

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November

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December

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# 2026

January

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February

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March

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April

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May

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June

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July

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August

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September

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October

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November

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21	22	23	24	25	26	27
28	29	30				

December

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13	14	15	16	17	18	19
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27	28	29	30	31		





**ACTIVITY SCHEDULE FOR THE ACADEMIC YEAR 2025-2026  
(TENTATIVE)  
SUBJECT TO THE APPROVAL FROM THE MINISTRY OF EDUCATION**

<b>April-2025</b>		
5	Saturday	International Day of Conscience
7 & 8	Mon & Tue	Book Sale
7	Monday	World Health Day
		Induction Programme for KG 1 Parents
		Induction Programme for Phase 2 (Grade 2 to 4)
8	Tuesday	Induction Programme for KG 2 Parents
		Induction Programme for Grade 1
		Induction Programme for Phase 3 (Grade 5 to 8)
9	Wednesday	Book Sale (Timing: 8:00 a.m. to 1:00 p.m.)
9	Wednesday	Induction Programme for Grade 2 to 11 parents (new admission)
		Induction Programme for Phase 4 (Grade 10 & 12)
		Induction Programme for Phase 4 (Grade 9 & 11)
13	Sunday	International Special Librarians Day
14	Monday	New Academic year begins: KG Section to Grade XII, Meet the Teacher Programme, Special Assembly, Freshers' Day KG to Grade XII
15	Tuesday	International Art Day
18	Friday	World Heritage Day
21-24	Mon - Thu	Handwriting competition (Tamil Department)
22	Tuesday	World Earth Day, National Health Day Celebration
23	Wednesday	World Book Day, UN English Language Day
23-25	Wed - Fri	Speakers Club (Preliminary Round & Finals) (Grade 1 to 12)
25	Friday	World Malaria Day
26	Saturday	World Veterinary Day
28	Monday	World Day for Safety and Health at work
28-30	Mon - Wed	Literary Club (Preliminary Round & Finals) (Grade 1 to 12)
29	Tuesday	International Dance Day

**ACTIVITY SCHEDULE FOR THE ACADEMIC YEAR 2025-2026  
(TENTATIVE)  
SUBJECT TO THE APPROVAL FROM THE MINISTRY OF EDUCATION**

<b>May-2025</b>		
1	Thursday	International Labour Day
2	Friday	Student Parliament Election
4	Sunday	World Laughter Day
8	Thursday	World Red Cross and Red Crescent Day - Charity Drive
9	Friday	Mother's Day Celebration
11	Sunday	International Mothers' Day
12	Monday	International Nurses Day
15	Thursday	International Day of Families - Math Quiz (Preliminary Round) (Grade 1 to 12)
17	Saturday	International Internet Day
20	Tuesday	STOGO Fest
22	Thursday	International Day for Biological DiversityPTBI Quiz Round 1 (Social Science Department)
24	Saturday	Souhurada Sandhya (Malayalam Club Programme)
26 & 27	Mon-Tue	Handwriting Competition (English) (Grade 1 to 12)
29	Thursday	Math Quiz-Finals
30	Friday	Sustainability Fashion Show (Phase 2) & Fireless cooking competition (Phase 3)
31	Saturday	World Anti-Tobacco Day

<b>June-2025</b>		
1	Sunday	Global Day of parents'
2-6	Mon to Fri	Arabic Day Competition
5	Thursday	World Environment Day
7	Saturday	World Food Safety Day
8	Sunday	World Ocean Day
11-12	Wed - Thu	Loud Reading Competition (English) (Grade 1 to 12)
12	Thursday	World Day Against Child Labour, Dates Festival
18	Wednesday	International Picnic Day
21	Saturday	International Yoga Day, World Music Day, Father's Day
23	Monday	UN Public Service Day

<b>July-2025</b>		
5	Saturday	Summer Vacation for KG to Grade 12 (upto August 24, 2025)
11	Friday	World Population Day
20	Sunday	World Chess Day
30	Wednesday	International Friendship Day

**ACTIVITY SCHEDULE FOR THE ACADEMIC YEAR 2025-2026**  
**(TENTATIVE)**  
**SUBJECT TO THE APPROVAL FROM THE MINISTRY OF EDUCATION**

<b>August-2025</b>		
4	Monday	National Friendship Day
6	Wednesday	Hiroshima Day
9	Saturday	Quit India Day, Nagasaki Day
10	Sunday	International Biodiesel Day
12	Tuesday	International Youth Day
15	Friday	Independence Day
19	Tuesday	World Photography Day, World Humanitarian Day
25	Monday	School reopens after Summer Vacation

<b>September-2025</b>		
5	Friday	Teachers' Day, Onam Celebration, Ethnic Day Celebration
8	Monday	World Literacy Day
11	Thursday	PTBI Quiz Round 2 (Social Science Department) RAK Museum (Grade 6)
12	Friday	Vishwa Hindi Diwas Celebration
13	Saturday	International Programmers Day-2025
14	Sunday	World First Aid Day, Community Helpers day
15	Monday	World Democracy Day, Arabic Day Celebration
15-19	Mon - Fri	Hindi Competition (Song, Drawing, Writing, Debate)
16	Tuesday	World Ozone Day
21	Sunday	Software Freedom Day, International Day of Peace
22-27	Mon - Fri	Islamic Week
26	Friday	Innovation & Enterprise challenge (Science Department)
27	Saturday	World Tourism Day
29	Monday	World Heart Day

<b>October-2025</b>		
1	Wednesday	International Day for Elderly, Breast Cancer Awareness month
2	Thursday	Gandhi Jayanthi, International Non-Violence Day, Quranic Park (Grade 5)
3	Friday	World Temperance Day
4	Saturday	World Animal Welfare Day
5	Sunday	World Teachers' Day
6	Monday	World Cerebral Palsy Day, World Teacher's Day celebration
7	Tuesday	RAK Museum (Grade 8 Girls)
8	Wednesday	World Dyslexia Awareness Day, Dubai Library (Grade 6 & 7 Girls)
9	Thursday	World Post Day
10	Friday	World Mental Health Day

**ACTIVITY SCHEDULE FOR THE ACADEMIC YEAR 2025-2026**  
**(TENTATIVE)**  
**SUBJECT TO THE APPROVAL FROM THE MINISTRY OF EDUCATION**

**October-2025**

11	Saturday	International Girl Child Day
15	Wednesday	World Students Day
16	Thursday	World Food Day
24	Friday	UN Day, World Development Information Day
28	Tuesday	World Animation Day, Malayalam Quiz-1st round (Keralappiravi)
30	Thursday	KG Sports Day
31	Friday	Malayalam Quiz-Final (Keralappiravi)

**November-2025**

1	Saturday	Keralappiravi
3	Monday	UAE National Flag Day
6	Thursday	Math Working Model Competition
10	Monday	World Science Day for Peace and Development
10-14	Mon - Fri	Sharjah Book Fair (Grade 8, 9 & 11)
11	Tuesday	National Education Day (Birthday of Maulana Abul Kalam Azad)
12	Wednesday	Visit to RAK Zoo (Kindergarten)
13	Thursday	Quiz Competition (UAE Social Science Department)
13	Thursday	Visit to Suwaidi Pearl Farm (Kindergarten)
14	Friday	Children's Day, World Diabetes Day
16	Sunday	International Day of Tolerance
19-21	Mon - Fri	Anti-Bullying Week
20	Thursday	Universal Children's Day, Education Trip (Grade 1 to 12)
28	Friday	UAE National Day Celebration (Magnum Opous)
29	Saturday	International Day of Solidarity
30	Sunday	Martyr's Day, International Computer Security Day

**December-2025**

1	Monday	World AIDS Day
2	Tuesday	UAE National Day, World Pollution Prevention Day
3	Wednesday	International Day of person with disabilities
4	Thursday	Kindergarten Trip (Dubai Dolphinarium)
5	Friday	International Volunteers Day for Economics & Social Development
9	Tuesday	Visit to Waste Water Treatment Plant (Grade 7)
10	Wednesday	Human Rights Day
13	Saturday	Winter Break from 13 th December to 4 th January
14	Sunday	National Energy Conservation Day
18	Thursday	World Arabic Day
25	Thursday	Christmas

**ACTIVITY SCHEDULE FOR THE ACADEMIC YEAR 2025-2026**  
**(TENTATIVE)**  
**SUBJECT TO THE APPROVAL FROM THE MINISTRY OF EDUCATION**

<b>January-2026</b>		
2	Friday	Scout & Guide Winter Camp
4	Sunday	Braille Day
5	Monday	School reopens after Winter Vacation
24	Saturday	National Girl Child Day, International Day of Education
26-30	Mon - Fri	Class Photo
26	Monday	Republic Day
28	Wednesday	World Leprosy Day

<b>February-2026</b>		
4	Wednesday	World Cancer Day
13	Friday	Class Party
21	Saturday	International Mother Language Day
28	Saturday	National Science Day

<b>March-2026</b>		
1	Sunday	Zero Discrimination Day
3	Tuesday	World Wild Life Day
8	Sunday	International Women's Day
14	Saturday	World Kidney Day
19	Thursday	Eid-Al-Fitr (tentative)
20	Friday	International Day of Happiness
21	Saturday	World Down Syndrome's Day, World Poetry Day
22	Sunday	World Water Day
30	Monday	Earth Hour, International Day of Zero Waste



**ACTIVITY SCHEDULE FOR THE ACADEMIC YEAR 2025-2026  
(TENTATIVE)  
SUBJECT TO THE APPROVAL FROM THE MINISTRY OF EDUCATION**

<b>April - 2026</b>		
6	Monday	Induction Programme for KG 1 Parents Induction Programme for Phase 2 (Grade 2, 3 and 4) Induction Programme for Phase 4 (Grade 10 & 12)
7	Tuesday	Induction Programme for KG 2 Parents Induction Programme for Grade 1 Induction Programme for Phase 3 (Grade 5 to 8)
8	Wednesday	Induction Programme for Grade 2 to 11 parents (new admission) Induction Programme for Phase 4 (Grade 9 & 11)
6 to 8	Mon to Wed	Book Sale
13	Monday	New Academic Year for KG to Grade 12

**SPORTS SCHEDULE 2025-2026 (TENTATIVE)  
SUBJECT TO THE APPROVAL FROM THE MINISTRY OF EDUCATION**

<b>Sl.</b>	<b>Date</b>	<b>Day</b>	<b>Event</b>
1.	01.05.2025	Thursday	Team Selection
2.	09.05.2025	Friday	Chess/Badminton
3.	21.05.2025 & 22.05.2025	Wed & Thu	School Games
4.	05.06.2025	Thursday	Sports Logo Competition
5.	21.06.2025	Saturday	Yoga Day
6.	25.09.2025	Thursday	Football (Boys-Semi Final and finals)
7.	26.09.2025	Friday	Cricket (Boys-Semi Final and finals)
8.	30.10.2025	Thursday	KG Sports Day
9.	27.11.2025	Thursday	Annual Sports Day





## YOUTH FESTIVAL SCHEDULE - 2025-2026 (TENTATIVE)

SUBJECT TO THE APPROVAL FROM THE MINISTRY OF EDUCATION

SI	Day	Date	Items
1.	30.04.2025	Wednesday	Youth Festival Logo Competition
2.	08.05.2025 & 09.05.2025	Monday & Tuesday	Cultural Competition-Off stage items (Grade 1 to 12)
3.	10.11.2025 to 14.11.2025	Monday to Friday	KG Youth Festival
4.	13.11.2025 & 14.11.2025	Thursday & Friday	Cultural Competition-On stage Items

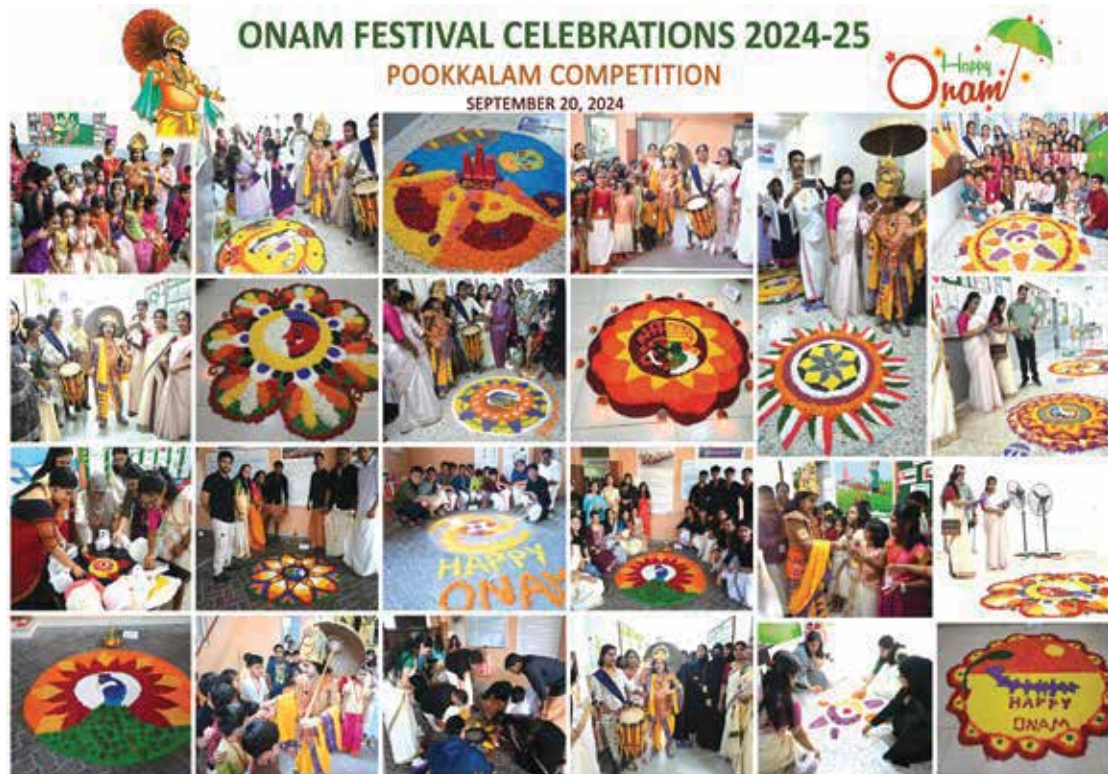




# ONAM FESTIVAL CELEBRATIONS 2024-25

## POOKKALAM COMPETITION

SEPTEMBER 20, 2024



The SCHOLARS

Incubator 5.0

ART and SCIENCE  
EXHIBITION 2024







# HAPPY 53<sup>rd</sup> عيد الاتحاد EID AL ETIHAD

UNITED ARAB EMIRATES  
2 DECEMBER





# Happy INTERNATIONAL Children's Day

NOVEMBER  
20  
2024



## SOUHRUDA SANDHYA 2024



## SCHEDULE OF TESTS & EXAM (TENTATIVE)

Kindergarten Section			
Exam	Dates	Portion	Open House
Periodic Test-1	June 18-July 1	April to June	04.07.2025 (5.30 pm to 7.30 pm)
Terminal Assessment-1	Oct. 13-29	April to October	07.11.2025 (5.30 pm to 7.30 pm)
Periodic Test-2	Jan.12-23	October to January	30.01.2026 (5.30 pm to 7.30 pm)
Annual Exam	Feb. 26-Mar.18	October to February	27.03.2026 (5.30 pm to 7.30 pm)

Grade 1 to Grade 5			
Exam	Dates	Portion	Open House
Diagnostic Test	16.04.2025 to 18.04.2025	Test based on Previous Year Portion	
Periodic Test-1	June 18-July 1	April to June	04.07.2025 (5.30 pm to 7.30 pm)
Terminal Assessment-1	Oct. 13-29	April to October	07.11.2025 (5.30 pm to 7.30 pm)
Periodic Test-2	Jan.12-23	October to January	30.01.2026 (5.30 pm to 7.30 pm)
Annual Exam	Feb. 26-March 18	October to February	27.03.2026 (5.30 pm to 7.30 pm)

Grade 6 to Grade 8			
Exam	Dates	Portion	Open House
Diagnostic Test	16.04.2025 to 18.04.2025	Test based on Previous Year Portion	
Periodic Test-1	June 18-July 1	April to June	04.07.2025 (5.30 pm to 7.30 pm)
Terminal Assessment-1	Oct. 13-29	April to October	07.11.2025 (5.30 pm to 7.30 pm)
Periodic Test-2	Jan.12-23	October to January	30.01.2026 (5.30 pm to 7.30 pm)
Annual Exam	Feb. 26-March 18	October to February	27.03.2026 (5.30 pm to 7.30 pm)

Grade 9			
Exam	Dates	Portion	Open House
Diagnostic Test	16.04.2025 to 18.04.2025	Test based on Previous Year Portion	
Unit Test-1	May 12-16	April & May	23.05.2025 (5.30 pm to 7.30 pm)
Periodic Test-1	June 18-July 1	April to June	04.07.2025 (5.30 pm to 7.30 pm)
Half Yearly Examination	Oct. 13-29	April to October	07.11.2025 (5.30 pm to 7.30 pm)
Periodic Test-2	Jan.12-23	October to January	30.01.2026 (5.30 pm to 7.30 pm)
Annual Exam	As per RAK Sahodaya Schedule	100% Syllabus	Feb. 27, 2026 (5.30 pm to 7.30 pm)

## SCHEDULE OF TESTS & EXAM (TENTATIVE)

Grade 10			
Exam	Dates	Portion	Open House
Unit Test-1	April 22-26	April	30.04.2025 (5.30 pm to 7.30 pm)
Periodic Test-1	June 18-July 1	April to June	04.07.2025 (5.30 pm to 7.30 pm)
Term-1 Exam	September 8-19	April to September	26.09.2025 (5.30 pm to 7.30 pm)
First Model Exam	Nov. 24 to Dec. 12	100% Syllabus	05.01.2026 (5.30 pm to 7.30 pm)
Second Model Examination	Jan. 21 to Feb. 4	100% Syllabus	06.02.2026 (5.30 pm to 7.30 pm)
Annual Exam (CBSE Board)	As per CBSE Schedule	100% Syllabus	

Grade 11			
Exam	Dates	Portion	Open House
Diagnostic Test	16.04.2025 to 18.04.2025	Test based on Previous Year Portion	
Unit Test-1	May 12-16	April & May	23.05.2025 (5.30 pm to 7.30 pm)
Periodic Test-1	June 18-July 1	April to June	04.07.2025 (5.30 pm to 7.30 pm)
Half Yearly Examination	Oct. 13-29	April to October	07.11.2025 (5.30 pm to 7.30 pm)
Periodic Test-2	Jan.12-23	October to January	30.01.2026 (5.30 pm to 7.30 pm)
Annual Exam	As per RAK Sahodaya Schedule	100% Syllabus	Feb. 27, 2026 (5.30 pm to 7.30 pm)

Grade 12			
Exam	Dates	Portion	Open House
Unit Test-1	April 22-26	April	30.04.2025 (5.30 pm to 7.30 pm)
Periodic Test-1	June 18-July 1	April to June	04.07.2025 (5.30 pm to 7.30 pm)
Term - 1 Exam	September 8-19	April to September	26.09.2025 (5.30 pm to 7.30 pm)
First Model Exam	Nov. 24 to Dec. 12	100% Syllabus	05.01.2026 (5.30 pm to 7.30 pm)
Second Model Examination	Jan. 21 to Feb. 4	100% Syllabus	06.02.2026 (5.30 pm to 7.30 pm)
Annual Exam (CBSE Board)	As per CBSE Schedule	100% Syllabus	



# Communication





## COMMUNICATION

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## COMMUNICATION

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## COMMUNICATION

[illegible]

## COMMUNICATION

[illegible]

## COMMUNICATION

[illegible]

## EXEMPTION RECORD

[illegible]



## LIBRARY

[illegible]



## RECORD

[illegible]

Parents are requested to use this page when applying for short leave explaining the absence of your wards.

## RECORD

[illegible]

Parents are requested to use this page when applying for short leave explaining the absence of your wards.

## UNIFORM

[illegible]

## SCHOOL CLINIC RECORD

[illegible]

## WEBSITE

Website addresses that might be useful for homework and research	
Subject	Remarks
SCHOLARS INDIAN PRIVATE SCHOOL	<a href="http://www.rakscholars.com">www.rakscholars.com</a>
Free Learning resources on English Language	<a href="http://www.oxfordictionaries.com">www.oxfordictionaries.com</a>
CBSE Information	<a href="http://www.cbse.nic.in">www.cbse.nic.in</a>
For Project reference	<a href="http://www.sciencefair.math.iit.edu/projects">www.sciencefair.math.iit.edu/projects</a>
Consulate General of India	<a href="http://www.cgidubai.com">www.cgidubai.com</a>
Department of Education	<a href="http://www.moe.gov.ae">www.moe.gov.ae</a>
Department of Labour	<a href="http://www.mol.gov.ae">www.mol.gov.ae</a>
Department of Health	<a href="http://www.moh.gov.ae">www.moh.gov.ae</a>
IWRC (Indian Workers Resource Centre)	<a href="http://www.iwrc-uae.com">www.iwrc-uae.com</a>
MATHS & SCIENCE	<a href="http://www.mahalearning.com">www.mahalearning.com</a>
UAE Culture & Heritage	<a href="http://www.hayyakom.ae">www.hayyakom.ae</a>
PHYSICS	<a href="http://www.physics.org">www.physics.org</a>
	<a href="http://www.">www.</a>
	<a href="http://www.">www.</a>
	<a href="http://www.">www.</a>
	<a href="http://www.">www.</a>
	<a href="http://www.">www.</a>

MY TEST RESULTS

My Test Results-for My Records and intimation to my Parents				
Date	Subject	Test	Result	Grade



ACTIVITIES AND CLUBS

TERM 1						
Day	Club	Time	Venue	Teacher	TRG	
					Grade	Sign.

TERM 2						
Day	Club	Time	Venue	Teacher	TRG	
					Grade	Sign.

Monday

Tuesday

Wednesday

# Weekly Planner

Thursday

Friday

Saturday





DAY: <input type="text"/>	DATE: <input type="text"/>	Date to be handed in
Subject :		
:		
:		
:		
:		
:		

DAY: <input type="text"/>	DATE: <input type="text"/>	Date to be handed in
Subject :		
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DAY: <input type="text"/>	DATE: <input type="text"/>	Date to be handed in
Subject :		
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DAY: <input type="text"/>	DATE: <input type="text"/>	Date to be handed in
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DAY: <input type="text"/>	DATE: <input type="text"/>	Date to be handed in
Subject :		
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Notes/Tests:	
Class Teacher's Signature	Parent's Signature

## PORTIONS FOR EXAM

Name of Exam: \_\_\_\_\_

[illegible]

## PORTIONS FOR EXAM

Name of Exam: \_\_\_\_\_

[illegible]

[illegible]

# Time Table

[illegible]



