



SCHOLARS INDIAN PRIVATE SCHOOL

RAS AL KHAIMAH, UNITED ARAB EMIRATES

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

STUDENT ORGANISER 2026-2027

www.rakscholars.com



SCHOLARS INDIAN PRIVATE SCHOOL

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ESTD 1999

STUDENT ORGANISER (2026-2027)

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"

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

2nd 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

The information given above are true and correct to the best of my knowledge

Signature of Father / Mother / Guardian

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SCHOOL PROCLAMATION & POLICIES

We understand that the school will not permit the following:

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

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

- | | |
|------------------------------------|---------------------------------------|
| * Bullying Prevention Policy | * Marking Policy |
| * Attendance Policy | * Policy on Assessment |
| * Child Protection Policy | * School Clinic Policy |
| * Health & Safety Policy | * Security Policy |
| * Learning Walk Policy | * Transportation Policy and Agreement |
| * Parent Council Policy | * Data Protection Policy |
| * Rewards and Sanctions Policy | * Password Protection Policy |
| * Online Safety Policy | * Acceptable Use Policy |
| * Digital Health & Wellness Policy | * Induction Policy |
| * E-Learning Assessment | * BYOD Policy |
| * Filtering Policy | * No Smoking Policy |
| * Admission Policy | * Social Media Policy |
| * Behaviour Policy | * RISK Assessment Policy |
| * Cyber Safety Policy | * Inclusion Policy |
| * Grievance Policy | * Parent School Contract |
| * Lab 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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Father's Name : _____

Signature : _____

Mother's Name : _____

Signature : _____

Ward's Name : _____

: Grade _____ Section _____

Signature : _____

Chairman's Message



Dear Parents,
Students and
Members of the
School Community,

It gives me great pleasure to welcome you all to the beginning of a new academic year. A new school year brings fresh hopes, renewed goals and new opportunities for learning and growth.

It is often said that change is the only constant in life. In a rapidly evolving world, institutions must continue to adapt and improve; otherwise, they risk being left behind. At our school, we believe progress is achieved not only through major initiatives but also through the philosophy of marginal gains—making small, consistent improvements in every area of the school. Over time, the accumulation of these small incremental steps will lead to meaningful and lasting progress.

I would like to express my sincere appreciation to every member of our school staff—principal, vice principal, teachers, administrators and support

staff—for their dedication, hard work and commitment. Your efforts play a vital role in shaping the success of our students and the continued growth of our institution.

I also reaffirm my continued commitment to the development of the school's infrastructure and facilities. We will keep investing in improving our campus and look forward to introducing new additions over the course of the coming academic year that will further enrich the Scholars Indian Private School experience for our students.

To our students, approach this year with curiosity, discipline and confidence. To our parents, thank you for your continued trust and partnership with the school.

Let us move forward together with determination and optimism to make this academic year productive and successful for all.

Habib R. Mundol
Chairman

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Principal's Message

Dear Students and Parents,

It is with great joy and optimism that I welcome you all to a new academic year. The beginning of a new year always brings fresh hopes, renewed aspirations, and countless opportunities for learning and growth. At our school, we firmly believe that education is not merely about acquiring knowledge but about nurturing well-rounded individuals who are prepared to face the challenges of an ever-changing world.

Our institution remains committed to the holistic development of every child. While academic excellence is an important goal, we also place equal emphasis on co-curricular activities that help students develop creativity, leadership, teamwork, and confidence. I am proud to share that our consistent efforts have borne fruit. Our school has secured the top position among Indian schools in Ras Al Khaimah in the CBSE Board examination results. In addition, our dedication to students' wellbeing has been recognized through the Wellbeing Champion Prize from the RAK Department of Knowledge (RAK



DOK), along with several accolades in competitions organized by RAK DOK and other esteemed organizations.

We strongly believe that every student possesses unique talents and abilities. To nurture these talents, the school provides ample opportunities in a wide range of co-curricular activities, supported by systematic coaching and training. Our teaching faculty, who are carefully selected, well trained, and continuously supported and monitored, play a pivotal role in guiding students towards excellence.

In today's rapidly evolving world, the true purpose of education goes beyond academic success. It is about developing critical thinking, empathy, responsibility, and the ability to contribute positively to society. I encourage all our students to make the best use of the knowledge, skills, and values they acquire here to build not only successful careers but also a more compassionate and sustainable world.

Let us begin this academic year with determination, discipline, and enthusiasm.

Wishing you all a productive and successful year ahead

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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
Finance Controller	Mrs. Syamala Prasad	00971-56-2664676
School Counsellor	Mrs. Bitty Devasia	00971-55-8818902
Transportation Coordinator	Mr. Satheesh K	00971-50-6904699
Phase 1 Team Leader	Mrs. Saranya Sasidharan Pillai	00971-55-4907323
Phase 2 Team Leader	Mrs. Jeena Sajo	00971-56-9838252
Phase 3 Team Leader	Mr. Umeshan E P	00971-56-6518950
Phase 4 Team Leader	Mr. Prasad T P	00971-50-6792326
Class Teacher		
English		
Mathematics		
EVS/Science		
Physics		
Chemistry		
Biology		
Social Science		
II Language		
Arabic		
Islamic Studies		
Moral Science		
Computer/A.I./I.P.		
Moral Education		
Bus Driver		
Supervisor		

AN OVERVIEW

SCHOLARS INDIAN PRIVATE SCHOOL, established in the year 1999 has now grown to accommodate over 1400 students from Kindergarten to Grade XII. 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 to 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 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 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
Hamak Al 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 الإله 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 نرويك
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"

SCHOOL TIMING & PARENTS' VISITING HOURS

REGULAR TIMINGS : (MONDAY TO THURSDAY)

Students Reporting Time : 07:40 a.m.
Kindergarten Class Time : 07:40 a.m. to 11:50 a.m.
Grade 1 to 12 Class Time : 07:40 a.m. to 1:50 p.m.

: (FRIDAY)

Student Reporting Time : 07:40 a.m.
Kindergarten to
Grade 12 Class Time : 07:40 a.m. to 11:30 a.m.

OFFICE HOURS

MONDAY to THURSDAY : 07:00 a.m. to 2:30 p.m.
FRIDAY : 07:00 a.m. to 12:00 noon
SATURDAY : 08:30 a.m. to 12:30 p.m.
SUMMER, WINTER &
SPRING HOLIDAYS : 09:00 a.m. to 12:30 p.m.

Note: Office will remain closed on Sundays and all 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.

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.

The second languages taught at present for Grade 1 to 4 are Hindi, Malayalam and Tamil and for Grade 5 to 10 are Hindi, Malayalam and Arabic. Arabic is compulsory from Kindergarten to Grade 9 as per the UAE Ministry of Education rules. Islamic Studies is offered to KG to XII Muslim students and Moral Science is given to non-Muslim students.

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:** Kindergarten is 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 within no time.
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 a model and annual examination.

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 a model and annual examination.

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 changes 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.

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

CO-CURRICULAR & EXTRA-CURRICULAR ACTIVITIES

ABACUS

The school has ABACUS for Grades 2, 3, 4 and 5 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 inter school exchange programmes that will help them develop social skills.

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.

STUDENT PARLIAMENT COUNCIL

The **SPC** 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 and 11. Since grade 10 & 12 students are to focus more on studies especially from September, they are not permit to participate in the Election process.

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.**

STUDENT PARLIAMENT COUNCIL

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.

Computer & Robotic 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.

Class Library: Every Class has a class library and system to facilitate students' reading

THE FEE GUIDELINES

1. The fee (tuition fee and transportation fee) is collected for the entire academic year. It is for the convenience of payment, the same is divided into monthly or termly.
2. There is also a fee of AED 500 as re-registration fee, to be paid one term before the new academic year.
3. Tuition fee and transportation fee should be paid on or before 10th of every month, if it is paid monthly; on or before 10th of the first month of the term or the academic year if it is paid termly or annually.

THE FEE GUIDELINES

4. If paid termly, fee will be collected in three instalments, due at the beginning of each term. The first term's payment will be 40%, the second term 30% and the last term 30% of the yearly tuition fee.
5. In case a student leaves the school in the middle of an academic year, the following rules will be applicable.

ENROLMENT DURATION	FEES COLLECTED
Two weeks or less	One month's tuition fee
More than two weeks but less than or equal to one month	Two months' tuition fee
Over one month	Full- term's tuition fee

6. The refund policy is applicable per term based on the withdrawal request date.
 7. If a parent fails to make the payment on time, the same will be notified. Still if the payment is not made, the school will withhold the student's certificates and report cards until clearing all the outstanding fee. The school also may temporarily suspend the students from the school until the fee is received.
- 8. Mode of payment:**
- i. **School app**
 - ii. **Card payment**
 - iii. **Cash payment**

EXAMINATIONS AND PROMOTION

1. Attendance is compulsory for all assessments and examinations.
2. Grade I to V students have 2 midterms 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.
3. **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.
4. No student shall miss classes or keep away from other curricular and extracurricular activities conducted in the school. Regular attendance is compulsory.
5. 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:
 - a. Pupil's medical treatment.
 - b. Any other reason acceptable to the Principal.
6. 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.
7. Grade VI to VIII students must obtain 33% (Term 1 + Term 2) in written and internal assessment in all the subjects except Arabic, Islamic Studies and UAE SS to get promotion to the next class.
8. Grade I to V students must obtain 35% (Term 1 + Term 2) in written and internal assessment in all the subjects except Arabic, Islamic Studies and UAE SS to get promotion to the next class.

PROMOTION CRITERIA

Subjects	Grade	Passing Criteria
ARABIC	KG TO IX	50%
ISLAMIC STUDIES	KG TO XI	50%
	XII	60%
UAE SS	KG TO IX	40%

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

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"> 1. Periodic Test 10 marks with syllabus covered till the announcement of test dates by school a. Pen Paper Test (5 marks) b. Multiple Assessment strategies to be used. (quizzes, oral test, concept map, exit cards, visual expression etc.) (5 marks) 2. Note Book Submission at term end (5 marks) 3. Sub Enrichment at term end (5 marks) 	<ul style="list-style-type: none"> • Written exam for 80 marks with syllabus covered till the announcement of Half Yearly exam dates by school 	<ol style="list-style-type: none"> 1. Periodic Test 10 marks with syllabus covered till the announcement of test dates by school <ol style="list-style-type: none"> a. Pen Paper Test (5 marks) b. Multiple Assessment strategies to be used. (quizzes, oral test, concept map, exit cards, visual expression etc.) (5 marks) 2. Note Book Submission at term end (5 marks) 3. Sub Enrichment at term end (5 marks) 	<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	80 Marks (Board Examination)			20 Marks (Internal Assessment)		
	<ul style="list-style-type: none"> Students has to secure 33% marks out of 80 marks in each subject 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 			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. Multiple Assessment 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"> Regularity Assignment completion Neatness & upkeep of notebook 	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)

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.

1. a. **Periodic tests:**

According to the latest CBSE assessment policy, each subject is evaluated for 100 marks, of which 80 marks are allotted for the Board Examination and 20 marks for Internal Assessment conducted by the school. The Internal Assessment (20 marks) includes Periodic Tests (10 marks), Portfolio (5 marks – Includes Classwork, Notebook work, Reflections, Self-assessment, Peer assessment), and Subject Enrichment Activities/Practical Work (5 marks). The performance of the students in the International Benchmarking exams such as ASSET & ABT will also be counted for internal assessment.

Schools conduct two Periodic Tests during the academic year, and the average is calculated and converted to 10 marks for the final internal assessment. The remaining internal assessment marks are awarded based on regular class activities, projects, practical work, and students' overall participation and progress throughout the year.

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 the 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 promotes co-curricular activities for the holistic development of the students. These activities are graded on a 5-point grading scale (A to E) and 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)
Work Education or Pre-Vocational Education	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)
Art Education	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.
Health & Physical Education (Sports / Martial Arts / Yoga / NCC etc.)	By the P.E. Teacher	Health & Physical Activity, preferably sports are given a period. Students provided are opportunities to get professionally trained in their areas of interest. Indigenous sports, yoga and NCC are 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 in the report card. Class teachers are 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.

A student each topped in Grade XI Science & Commerce with more than 90% marks is honoured by Chairman's cash award.



STUDENT'S LEAVE RULE

The latest directives concerning the absence of students from the classes are:

1. A child can take leave only a maximum of 15 working days across all the 3 terms.
2. The number of absences permitted a term is limited to 5 days.
3. Absence on Friday will be counted as 2 days absence, not one day.
4. Absence before or after public holidays (Sunday and Saturdays are included) will be counted as 2 days.
5. Students may be required to repeat the whole academic year if they exceed the maximum amount of unauthorised absent days per year.
6. Absence on medical ground for more than 5 days is not permitted unless it is approved by RAK DOK.

Note: Leave during examination period shall not be granted.

SCHOOL LEAVING CERTIFICATE

1. Those who want to get a school leaving certificate (T.C) should apply one month in advance.
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 best 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 a 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 any holidays, on the re-opening day itself. 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
”

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.
17. **Mandatory device:** All the students from Grade I to XII should bring their tablet for academic use everyday.

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 washroom.
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. should be sent on time as it is taken into account for your INTERNAL marks.
12. Don't leave the classroom without the permission of the teacher.
13. Parents are not supposed to be with students during the 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).

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 highly encouraged at the water bells, at 9:30 am and 11:30 am.
- 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),

Note: Students in Kindergarten can wear black pants during winter months, if they prefer.

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 are not mandatory but complete uniform must be worn in the remaining months

SCHOOL UNIFORM

N.B. Use of makeup, nail polish, jewellery, accessories, smart watch etc. are not allowed. 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 th 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 bus supervisors..
12. Inform changes of location in the office.
13. Parents must refrain from talking to the bus supervisors. and drivers. Any matter of concern should be discussed in the school office only.

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 on 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.



TRANSPORTATION GUIDELINES

The school transport facility is arranged with the utmost care to ensure the safety, punctuality, and comfort of our students. In order to maintain an efficient and well-organized transport system, parents and students are requested to kindly adhere to the following guidelines.

1. The transport fee is fixed for the entire academic year, although it may be paid on a monthly basis for the convenience of parents. Therefore, you will have to pay the transport fee even if you haven't used the transportation any months. RAK DOK tuition fee policy is applicable for transport fee as well.
2. **Please note that transportation cannot be cancelled and resumed on a month-to-month basis. Once the facility is discontinued, the continuity of the service cannot be guaranteed, as routes and seating are planned in advance. If anyone wants to cancel the transportation, application should be submitted at least two weeks before the date of cancellation.**
3. **If a student moves from one location to another, the school will try to assist wherever possible; however, continuity of transportation cannot be guaranteed if the new location does not fall within the existing routes and the bus to the new location doesn't have any vacancy.**
4. Students must be present at the designated bus stop on time. The bus will not be able to wait beyond the scheduled time as it may affect the entire route schedule.
5. Students are expected to maintain cleanliness inside the bus. Throwing litter, writing on seats, or damaging any part of the bus is strictly prohibited. Any damage caused will be fined.
6. All students must remain seated at the allotted seats while the bus is in motion. Standing, moving around unnecessarily, or distracting the driver is not permitted.
7. Students must behave in a disciplined manner and follow the instructions of the bus supervisor and driver at all times. It is imperative for the safety of all students on board.
8. Any form of misbehavior, unsafe conduct, or damage to bus property will be taken seriously. Repeated violations or untoward incidents may result in penalties or suspension of the transport facility.
9. Parents are requested to cooperate with the school transport department and ensure that students understand and follow these rules for their own safety and the smooth functioning of the transport system.
10. If a student is absent on any day, you are requested to inform the respective bus supervisor so that waiting for him/her can be avoided.

We appreciate your support and cooperation in maintaining a safe and disciplined transport environment for all 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 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 your 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 your workplace is well lit to avoid tiring your 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.



Scholars Toppers

FELICITATION Ceremony 2024-25

Wednesday, 21st May 2025





CULINARY CANVAS 2025-26

THE SCIENCE OF FIRELESS FLAVOURS



2026

CALENDAR

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2027

CALENDAR

GLOBAL MONEY WEEK 2025



Value Calendar

Character Begins at Home, Flourishes at School

FEBRUARY
FRIENDSHIP

DECEMBER
GENEROSITY

OCTOBER
EMPATHY

AUGUST
DISCIPLINE

JUNE
KINDNESS

APRIL
RESPECT

MARCH
SELF-CONFIDENCE

JANUARY
PERSEVERANCE

NOVEMBER
COOPERATION

SEPTEMBER
GRATITUDE

JULY
HONESTY

MAY
RESPONSIBILITY

**ACTIVITY SCHEDULE FOR THE ACADEMIC YEAR 2026-2027
(TENTATIVE)
SUBJECT TO THE APPROVAL FROM THE MINISTRY OF EDUCATION**

March - 2026		
30	Monday	New Academic year begins: KG Section to Grade XII, Meet the Teacher Programme, Special Assembly, Freshers' Day KG to Grade XII Earth Hour and International Day of Zero Waste

April - 2026		
2	Thursday	World Autism Awareness Day
5	Sunday	International Day of Conscience Easter
6	Monday	International Day of Sport for Development and Peace
7	Tuesday	World Health Day
13	Monday	International Special Librarians Day
15	Wednesday	International Art Day
16	Thursday	Spell Bee (Preliminary Round) (Grade 1 to 12) Year of Family-Poster making competition (Grade 5 to 8)
18	Saturday	World Heritage Day
20	Monday	Handwriting competition (All Languages)
21	Tuesday	World Creativity and Innovation Day
22 & 23	Wednesday & Thursday	Loud Reading Competition (All Languages) (Grade I to XII)
22	Wednesday	World Earth Day Celebration, Community Visit - Grade IV National Health Day Celebration
23	Thursday	World Book Day UN English Language Day-Celebration International Girls in ICT Day
24-30	Friday to Thursday	World Immunization Week
24	Friday	Student Parliament Election
25	Saturday	World Malaria Day World Veterinary Day
28	Tuesday	World Day for Safety and Health at work
28	Tuesday	Literary Club (Preliminary round and Finals) (Grade 1 to 12)
29	Wednesday	International Dance Day Investiture Ceremony

**ACTIVITY SCHEDULE FOR THE ACADEMIC YEAR 2026-2027
(TENTATIVE)
SUBJECT TO THE APPROVAL FROM THE MINISTRY OF EDUCATION**

May - 2026		
1	Friday	International Labour Day
3	Sunday	World Laughter Day
		World Press Freedom Day
6	Wednesday	Math Market Day (Grade 1 to 4), Visit to Market (Grad 2)
8	Friday	World Red Cross and Red Crescent Day
10	Sunday	International Mothers' Day
11	Monday	Mother's Day Celebration
12	Tuesday	International Nurses Day, Visit to Jumeirah Mosque (Grade 3)
13	Wednesday	Math Puzzle and Game Design Challenge (Grade 5 to 8)
14	Thursday	Quiz Competition (Preliminary Round-KG to Grade 12)
15	Friday	International Day of Families
16	Saturday	International Day of Light
		Souhurada Sandhya (Malayalam Club Programme)
17	Sunday	World Telecommunication and Information Society Day
18	Monday	Spell Bee (First Round) (Grade 1 to 12)
19	Tuesday	Industrial Visit (Grade 10 & 12)
		PTBI Quiz Round 1 (Social Science Department)
20 & 21	Wednesday & Thursday	Speakers Club (Preliminary Round & Finals) (Grade 1 to 12)
22	Friday	International Day for Biological Diversity
25	Monday	World Football Day
25-29	Monday to Friday	Environmental Awareness Week
26	Tuesday	Visit to Sharjah Space Centre (Grade 8)
29	Friday	Young Innovators Science Fair (Grade 1 to 8)
31	Sunday	World Anti-Tobacco Day

June - 2026		
1	Monday	Global Day of parents'
1-5	Monday to Friday	Arabic Day Competition
3	Wednesday	STOGO Fest-STEAM & AI Expo
4	Thursday	My First Invention-Recycling Programme (Kindergarten)
		COREL DESIGN Competition (grade 9 to 12)
5	Friday	World Environment Day (Celebration) (KG to Grade 12)
7	Sunday	World Food Safety Day
8	Monday	World Ocean Day
		Quiz Competition (Final Round-KG to Grade 12)

**ACTIVITY SCHEDULE FOR THE ACADEMIC YEAR 2026-2027
(TENTATIVE)
SUBJECT TO THE APPROVAL FROM THE MINISTRY OF EDUCATION**

June - 2026		
9	Tuesday	Spell Bee (Vocabulary Round) (Grade 1 to 12)
10	Wednesday	Corel Reading Competition English (Grade 1 to 12)
12	Friday	World Day Against Child Labour
		Dates Festival (Inter House Competition) (Grade 1 to 12)
14	Sunday	World Blood Donor Day
18	Thursday	International Picnic Day
21	Sunday	International Yoga Day
		World Music Day
		Father's Day
23	Tuesday	UN Public Service Day
27	Saturday	International Day of Deaf-blindness

July - 2026		
4	Saturday	Summer Vacation for KG to Grade 12 (upto August 30, 2026)
11	Saturday	World Population Day
12	Sunday	International Day of Hope
20	Monday	World Chess Day
28	Tuesday	World Hepatitis Day
30	Thursday	International Friendship Day

August - 2026		
2	Sunday	National Friendship Day
6	Thursday	Hiroshima Day
9	Sunday	Quit India Day, Nagasaki Day
10	Monday	International Biodiesel Day
12	Wednesday	International Youth Day
15	Saturday	Independence Day
19	Wednesday	World Photography Day, World Humanitarian Day
31	Monday	School reopens after Summer Vacation

September - 2026		
2	Wednesday	Innovation Competition- BRICK IT UP (Grade 1 to 4)
		BRING & BUILD (Grade 5 to 8)
4	Friday	Onam Celebration
5	Saturday	Teachers' Day
7	Monday	Teachers' Day Celebration
7-11	Monday To Friday	Islamic Week Celebration

**ACTIVITY SCHEDULE FOR THE ACADEMIC YEAR 2026-2027
(TENTATIVE)
SUBJECT TO THE APPROVAL FROM THE MINISTRY OF EDUCATION**

September - 2026		
8	Tuesday	World Literacy Day
10	Thursday	Spell Bee (Final Round) (Grade 1 to 12)
13	Sunday	International Programmers Day-2025
14	Monday	World First Aid Day
		Community Helpers day
		National Hindi Diwas Celebration
15	Tuesday	International Day of Democracy
		PTBI Quiz Round 2 (Social Science Department)
16	Wednesday	World Ozone Day
20	Sunday	World Cleanup Day
21	Monday	Software Freedom Day
		International Day of Peace
27	Sunday	World Tourism Day
29	Tuesday	World Heart Day
		International Day of Awareness of Food Loss and Waste

October - 2026		
1	Thursday	International Day for Elderly
2	Friday	Gandhi Jayanthi, International Non-Violence Day
3	Saturday	World Temperance Day
4	Sunday	World Animal Welfare Day
4-10	Sunday to Saturday	World Space Week
5	Monday	World Teachers' Day
		Eco Friendly Home Design or School Design Competition (Grade 9 to 12)
5-9	Monday to Friday	Coding Week
		Health Awareness Week (Kindergarten)
6	Tuesday	World Cerebral Palsy Day
		Inter-House Quiz Competition (KG to Grade 12)
7	Wednesday	Math Research Project (Grade 9 to 12) Visit Al Noor Mosque (Grad 4)
8	Thursday	World Dyslexia Awareness Day
		Quranic Park (Grade 1 to 4)
9	Friday	World Post Day
10	Saturday	World Mental Health Day
11	Sunday	International Girl Child Day
15	Thursday	World Students Day
16	Friday	World Food Day
		Entrepreneurship programme
24	Saturday	UN Day, World Development Information Day, Mock UN
27	Tuesday	Visit to RAK Heritage (Grade 9 Boys)
28	Wednesday	World Animation Day
29	Thursday	International day of Care and Support
30	Friday	News Reading Competition (Malayalam)

**ACTIVITY SCHEDULE FOR THE ACADEMIC YEAR 2026-2027
(TENTATIVE)
SUBJECT TO THE APPROVAL FROM THE MINISTRY OF EDUCATION**

November - 2026		
1	Sunday	Kerala Piravi
2	Monday	Kerala Piravi Day celebration
3	Tuesday	UAE National Flag Day
4-15	Wednesday to Sunday	Sharjah Book Fair (Grade 8, 9 & 11)
9-13	Monday to Friday	Cultural and Diversity Week (Kindergarten)
9-15	Monday to Sunday	International week of Science and Peace
10	Tuesday	World Science Day for Peace and Development
11	Wednesday	National Education Day of India (Birthday of Maulana Abul Kalam Azad)
14	Saturday	Children's Day, World Diabetes Day
16	Monday	International Day of Tolerance PTBI-Quiz Round - 3
16-20	Monday-Friday	Anti-Bullying Week
18	Wednesday	Kindergarten Picnic
20	Friday	Universal Children's Day Educational Trip (Grade 1 to 12)
26	Thursday	Water Conservation Campaign PTBI-Final Round
27	Friday	UAE National Day Celebration (Magnum Opus)
29	Sunday	International Day of Solidarity
30	Monday	Martyr's Day International Computer Security Day

December - 2026		
1	Tuesday	World AIDS Day
2	Wednesday	UAE National Day World Pollution Prevention Day
3	Thursday	International Day of person with disabilities
5	Saturday	International Volunteers Day for Economics & Social Development World Soil Day
10	Thursday	Human Rights Day, School Annual Day Celebration
12	Saturday	Winter Break from 13th December to 3rd January
14	Monday	National Energy Conservation Day
18	Friday	World Arabic Language Day
21	Monday	World Meditation Day World Basketball Day
24	Thursday	International Anti Cybercrime Day
25	Friday	Christmas

**ACTIVITY SCHEDULE FOR THE ACADEMIC YEAR 2026-2027
(TENTATIVE)
SUBJECT TO THE APPROVAL FROM THE MINISTRY OF EDUCATION**

January - 2027		
4	Monday	Braille Day School reopens after Winter Vacation
10	Sunday	Vishwa Hindi Diwas
24	Sunday	National Girl Child Day, International Day of Education
25-29	Monday-Friday	Class Photo
		Hindi Competition (Song, Drawing, Writing, Debate)
26	Tuesday	Republic Day
		Innovation Hackathon
		Visit to RAK Zoo (Kindergarten)
27	Wednesday	Visit to Sharjah Museum of Islamic Civilization (Grad 8)
28	Thursday	World Leprosy Day
		Annual Quiz Competition (KG to Grade 12)
30 & 31	Saturday & Sunday	Scout & Guide Winter Camp

February - 2027		
3	Wednesday	RAK Museum (Grade 7)
		Math Working Model Exhibition (Kindergarten)
4	Thursday	World Cancer Day
5	Friday	Cultural Day & Class Party
17	Wednesday	Global Tourism Resilience Day
21	Sunday	International Mother Language Day
28	Sunday	National Science Day (India), National Education Day (UAE)

March - 2027		
1	Monday	Zero Discrimination Day
3	Wednesday	World Wild Life Day
8	Monday	International Women's Day
8-10	Monday to Wednesday	Eid-Al-Fitr (tentative)
14	Sunday	World Kidney Day
20	Saturday	International Day of Happiness
21	Sunday	World Down Syndrome's Day, World Poetry Day
22	Monday	World Water Day
27	Saturday	Earth Hour
30	Tuesday	International Day of Zero Waste

SPORTS SCHEDULE 2026-2027
(TENTATIVE)
SUBJECT TO THE APPROVAL FROM THE MINISTRY OF EDUCATION

Sl.	Date	Day	Event
1.	30.04.2026	Thursday	Team Selection
2.	21.05.2026	Thursday	Inter-house Games Boys
3.	28.05.2026	Thursday	Inter-house Games Girls
4.	11.06.2026	Thursday	Inter-house Chess
5.	12.06.2026	Friday	Sports Logo Competition
6.	09.10.2026	Friday	Inter-house Football
7.	07.10.2026	Wednesday	Inter-house Cricket
8.	26.11.2026	Thursday	Annual Sports Day (Grade 1 to 4)
9.	01.12.2026	Tuesday	Annual Sports Day (Grade 5 to 12)
10.	28.01.2027	Thursday	KG Sports Day

YOUTH FESTIVAL SCHEDULE 2026-2027
(TENTATIVE)
SUBJECT TO THE APPROVAL FROM THE MINISTRY OF EDUCATION

Sl.	Date	Day	Event
1.	15.05.2026	Friday	Youth Festival Logo Competition
2.	04.06.2026	Thursday	Cultural Competition-Off stage items (Grade 1 to 12)
3.	08.10.2026 & 09.10.2026	Thursday & Friday	KG Youth Festival
4.	15.10.2026 & 16.10.2026	Thursday & Friday	Cultural Competition-On stage Items



Chairman's Award & 100% Attendance Award 2024-25



Chairman's Award & 100% Attendance Award 2024-25





TENTATIVE ASSESSMENT SCHEDULE

KINDERGARTEN			
Exam	Dates	Portion	Open House
Periodic Test 1	June 18 to July 2	April to June	Friday, July 3, 2026
Term 1	September 21 to October 02	April to September	Wednesday, October 12, 2026
Periodic Test 2	January 11 to 21	October to January	Wednesday, January 27, 2027
Annual Exam	March 15 to 26	October to march	Friday, April 2, 2027

GRADE 1-4			
Exam	Dates	Portion	Open House
Diagnostic Test	Wednesday, 1 April	Test based on previous year's portion	
Periodic Test 1	June 18 to July 2	April to June	Friday, July 3, 2026
Term 1	September 21 to October 02	April to September	Wednesday, October 12, 2026
Periodic Test 2	January 11 to 21	October to January	Wednesday, January 27, 2027
Annual Exam	March 15 to 26	October to march	Friday, April 2, 2027

GRADE 5-8			
Exam	Dates	Portion	Open House
Diagnostic Test	Wednesday, 1 April	Test based on previous year's portion	
Periodic Test 1	June 18 to July 2	April to June	Friday, July 3, 2026
Term 1	September 21 to October 02	April to September	Wednesday, October 12, 2026
Periodic Test 2	January 11 to 21	October to January	Wednesday, January 27, 2027
Annual Exam	March 15 to 26	October to march	Friday, April 2, 2027

GRADE 9			
Exam	Dates	Portion	Open House
Diagnostic Test	Wednesday, 1 April	Test based on previous year's portion	
Unit Test 1	May 4 to May 11	April	Thursday, May 14, 2026
Periodic Test 1	June 18 to July 2	April to June	Friday, July 3, 2026
Term 1	September 21 to October 02	April to September	Wednesday, October 12, 2026
Unit test 2	November 23 to 30	October to November	Thursday, December 3, 2026
Model Exam	February 8 to 17	Full syllabus	Wednesday, February 24, 2027
Annual Exam	March 15 to 26	Full syllabus	Friday, April 2, 2027

TENTATIVE ASSESSMENT SCHEDULE

GRADE 10			
Exam	Dates	Portion	Open House
Unit Test 1	May 4 to May 11	April	Thursday, May 14, 2026
Periodic Test	June 18 to July 2	April to June	Friday, July 3, 2026
Term 1	September 21 to October 02	April to September	Wednesday, October 12, 2027
First Model Exam	November 25 to December 9	Full syllabus	Wednesday, January 6, 2027
Second Model Exam	January 22 to 30	Full syllabus	Thursday, February 5, 2027
Annual Exam (CBSE Board)	As per the CBSE Board schedule	Full syllabus	

GRADE 11			
Exam	Dates	Portion	Open House
Diagnostic Test	Wednesday, 1 April	Test based on previous year's portion	
Unit Test 1	May 4 to May 11	April	Thursday, May 14, 2026
Periodic Test 1	June 18 to July 2	April to June	Friday, July 3, 2026
Term 1	September 21 to October 02	April to September	Wednesday, October 12, 2026
Unit Test 2	November 23 to 30	October to November	Thursday, December 3, 2026
Practical Exam	February 1 to 5	As per the CBSE syllabus	
Model Exam	February 8 to 17	Full syllabus	Wednesday, February 24, 2027
Annual Exam	March 15 to 26	Full syllabus	Friday, April 2, 2027

GRADE 12			
Exam	Dates	Portion	Open House
Unit Test 1	May 4 to May 11	April	Thursday, May 14, 2026
Periodic Test 1	June 18 to July 2	April to June	Friday, July 3, 2026
Term 1	September 21 to October 02	April to September	Wednesday, October 12, 2026
First Model Exam	November 25 to December 9	Full syllabus	Wednesday, January 6, 2027
Model Practical	January 5 to 9	As per CBSE Board syllabus	
Board Practical	January 12 to 16	As per CBSE Board syllabus	
Second Model Exam	SECOND MODEL EXAM	January 22 to 30	Full syllabus
Annual Exam (CBSE Board)	As per the CBSE Board schedule	Full syllabus	



Communication

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WEBSITE

Website addresses that might be useful for homework and research	
Subject	Remarks
Scholars Indian Private School	www.rakscholars.com
CBSE information	www.cbse.nic.in
Consulate General of India	www.cgjdubai.gov.in
Department of Education	www.moe.gov.ae
Department of Health	www.moh.gov.ae
UAE Culture & Heritage	www.hayykom.ae
Physics	www.physicspower.com
Chemistry	www.chemistrystudent.com
Biology	www.cbsebiology4u.com
Math	www.cbsemath.com
Math & Science	www.mahalearning.com
Free Learning resources on English Language	www.oxforddictionaries.com
CBSE Resource	www.cbseresources.com
	www.
	www.
	www.
	www.

ACTIVITIES AND CLUBS

TERM 1						
Day	Club	Time	Venue	Teacher	TRG	
					Grade	Sign.

TERM 2						
Day	Club	Time	Venue	Teacher	TRG	
					Grade	Sign.

BEHAVIOURAL UPDATES

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Signature of the Teacher:		Signature of the Principal:	

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Signature of the Teacher:		Signature of the Principal:	

MY TARGET TABLE

SUBJECTS	My Annual Marks (2025-2026)	My target for 2026-27 (LT Goal)	PT ₁		Term 1		PT ₂		Term 2		I met my target / I need to improve
			Target Marks	Marks Secured	Target Marks	Marks Secured	Target Marks	Marks Secured	Target Marks	Marks Secured	
ARABIC											
ISLAMIC											
UAE SS											
ENGLISH											
MATH											
SCIENCE / EVS											
SS											
2 nd LANGUAGE											
AI											
PHYSICS											
CHEMISTRY											
BIOLOGY											
IP											
ACCOUNTANCY											
ECONOMICS											
BUSINESS											
P.E.											

MY IBT TARGET

SUBJECTS	MY SCORE IN THE LATEST EXAM	MY TARGET FOR THIS YEAR	MY SCORE IN 2026-2027
ASSET MATH			
ASSET ENGLISH			
ASSET SCIENCE			
ABT ISLAMIC STUDIES			
ABT ARABIC			
ABT UAESS			
CAT4 VERBAL			
CAT4 NON VERBAL			
CAT4 REASONING			
CAT4 QUANTITATIVE			
PIRLS			
TIMSS			

