



Dated: 31st July, 2025

Dear Parent,

Sub: Guidelines of Examination and Promotion for Classes III to V - Academic Session 2025-26

The main points of the policy are as under:

- There shall be a regular qualifying examination in Class V.
- In order to be declared 'PASS' (Applicable for STD. V) at the end of the session for promotion to the next higher class, a student must secure at least 33% marks in each subject studied by him/ her during the session. The promotion to the next higher class is also subject to the condition that a minimum of 25% of marks must be scored in Periodic Test II & Periodic Test IV plus Annual Examination
- Assessment of classes III & IV will be done on the same examination pattern as of class V and the students of classes III & IV will not be held back in the same class.
- Classes III to V will have assessment as Periodic Test I(May-Pen & Paper), Periodic Test II(August-Pen & Paper), Periodic Test III(October-Activity Based), Periodic Test IV(November-Pen & Paper), Periodic Test V (December-Pen & Paper), Periodic Test VI (January-Activity Based), & Annual Examinations (March). *(Change in dates will be intimated to you.)
- Fraction of the marks will be rounded off as per mathematical formula in all the subjects and classes, for example: 8.1 to 8.4 will be rounded off to 8.0 and 8.5 to 8.9 rounded off to 9.0.
- Assessment of students of classes III to V will be done regularly throughout the academic session as per the weightage of marks given in the table:

Internal/External Examination	Description	Weightage of Marks
Internal Assessment	Attendance of Student	5
Internal Assessment	Subject Enrichment	5
Internal Assessment	Project Based Activities	5
Internal Assessment	Portfolio	5
Internal Assessment	Multiple Assessments	5
Internal Assessment	Periodic/Unit I & V	5
Internal Assessment	Periodic/Unit II & IV	20
Annual Exam (External)	This examination will test achievements of basic learning outcomes.	Annual Exam - 50
	Total	100



Components of Examination Question Paper of Classes III to V

Term Exam	Total Marks of QP	Duration	Competency Based Questions in the form of MCQs, Case Studies, Source Based Integrated Question or any other similar types (40%)	Objective Type Questions (20%)	Short Answer / Long Answer Questions (40%)
Annual Exam	50	2:00 Hrs	20	10	20

- Syllabus of classes III to V will be separate for both the terms. The Question Papers for the Annual Examination will be held from the syllabus of the Second Term only.

Parameters of Internal Assessment

- Student's Attendance - Total Marks - 5**

Attendance is a crucial aspect of your academic success. Being regular not only helps you to keep up with the curriculum but also allows you to actively participate in class discussion and activities, improving your overall academic performance. As per the guidelines of examination and promotion for classes III-VIII, for academic session 2023-24, attendance of students will be a part of Internal Assessment

Attendance Range in Percentage	Marks
96 -100	5
91- 95	4
86 - 90	3
81- 85	2
76 - 80	1
Up to 75	NIL



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- **Subject Enrichment Total Marks – 5**

These activities are defined as the activities leading to experiential learning integrated with each subject and leading to subject enrichment of the child.

Participation In Special Assemblies	Mock Activities Like Mock	Olympiads
Theatre/ Dramatics	Dance / Drama	Community Service / Creating Awareness
Debates / Declamations	Art Exhibition	Poetry Recitation / Writing
Role Play	Quiz	Visual Arts / Display
Sketching	Poster Making	Fun With Science Activities
Bulletin Boards Presentation	Posters	Any other Activity related to subject

- **Project Based Activities - Total Marks - 5:**

These activities facilitate the development of key skills like: Identification of Problems, Logical Thinking, Creativity, Inference Making and Problem Solving.

Theatre/ Dramatics	Dance/Drama	Quilling Arts
Debate/ Declamation	Volunteer Work	Exploration
Culinary Art	Quiz	Clay Modelling
Role play	Visual Arts/Displays	Sketching
Creating Art using Waste material	Creating Slide Show/ PPTs	Any other Activity



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- **Portfolio - Total Marks - 5**

The Portfolio is to broaden the scope of learning and achieve diverse curriculum outcomes by examining a range of evidence of student performances being assessed.

Participation In Special Assemblies	Dance/Drama	Community Service/ Creating Awareness
Theatre/ Dramatics	Volunteer Work	Visit to historical place/ Monuments/ to make documentaries/ writing reports
Role play	Participation in School Functions	Wall Magazine
Nukad Naataks	Designing School Magazine/ Creating Writing	Photography & Photoshop
Bulletin Boards Presentation	Art Exhibition	Exploration
Surveys/Interviews	Excursion	Any other Activity related to subject

- **Multiple Assessments - Total Marks - 5**

Multiple Assessment is aimed at evaluating the performance of the learner more comprehensively & regularly i.e observation, oral tests, individual or group work, class discussion, quizzes, concept maps, exit cards, visual expressions, Listening and Speaking Skills etc

- **Periodic Tests/Unit Tests (Pen & Paper)**

Periodic Tests/Unit tests will be conducted at school level, pattern of which will be same as term end examination.

Sd/-

Principal
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