

Circular No.: SGS/Admin./033/2023-24
 Thursday, 14 September 2023

**PARENTAL CIRCULAR
 MID TERM EXAMINATION
 2023-2024**

CLASSES: VI-VIII

Dear Parents

Greetings!

Examinations play a vital role in the education system as they serve as a significant measure of a student's knowledge, understanding, and academic progress.

We hope the upcoming **Mid Term Examination (2023-2024)** which is scheduled to begin in September **2023**, will motivate students to study and prepare diligently, cultivating discipline and time management skills. The Datesheet for the same has already been shared with the students.

The Mid Term Examination for students will be conducted in accordance with the newly implemented policy of CBSE and DoE.

In this regard, you are requested to note the following schedule:

A. Details of Examination:

Term Exam	Total Marks of QP	Duration	Questions in the form of MCQs, Case Based, Source Based (40%)	Objective Type Questions (20 %)	Short Answer/Long Answer Questions (40%)	Syllabus
Mid Term Examination	60	2.30 hrs	24	12	24	First Term Syllabus

B. The timings that will be followed during the Mid Term Examination are as under:

Classes	Reporting Time	Reading Time (15 min)	Examination Time	Dispersal
VI-VIII	7:50 a.m.-8:00 a.m.	8:05 a.m. – 8:20 a.m.	8:20 a.m.- 10:50 a.m.	11:30 a.m.

C. Other important instructions to strictly adhere to during the Mid Term Examination:

1. Students must study regularly and follow a proper timetable under the guidance of their parents/guardians to prepare for the exams.
2. It must also be ensured that students have a proper diet and some physical activity to keep them energetic and attentive towards studies.

3. **Students must report to school on time in proper summer uniform and ID card as usual. No student will be allowed to enter school after 8:05 a.m.**
4. Bus goers will board the school transport at 11:30 a.m.
5. Parents who come to school to pick their wards are advised to reach the school premises by 11:15 a.m. to avoid any unnecessary delays.
6. Van goers will report to the dispersal venues by 11:25 a.m.
7. **No leave is allowed on the day of Examination.** In case of failure to attend the examination, the student will be awarded 0.
8. **The Seating Plan** to be followed during the Examination will be shared before the commencement of the exams. Updates with respect to the same, if any, will be posted on the Google Classroom.
9. Students should be medically fit on the day of the examination.
10. In case of a medical emergency, a medical certificate from a Certified Medical practitioner (Allopathic) needs to be submitted at the school reception.
11. Students must carry their own stationery – blue ball/gel pen, pencils, eraser, etc in a **transparent pouch ONLY along with a transparent writing board.**
12. Canteen will not be available to students and so they must carry a healthy dry snack to school, which they can have after the exam for the day is over.
13. Students will be allowed to carry **transparent water bottles** Only.
14. Use of calculators / Smart watches / Fitness Bands / Mobile phones / electronic gadgets is not allowed in the Examination Hall. These are considered unfair means.
15. Any student found to be indulging in unfair means will be strictly dealt with.

It is urged that all students must take up these examinations with utmost sincerity and dedication and see them as an opportunity to grow personally with the aim of self-improvement!


EXAMINATION INCHARGE


HEADMISTRESS


HEAD OF SCHOOL 14/9/25