

JOHN XXIII SCHOOL

VIRAR W

ANNUAL

PEDAGOGICAL

PLAN

SESSION 2020-21

1. SCHOOL INFORMATION

JOHN XXIII SCHOOL, an independent co-educational CBSE day school, which is the dream come true of Mission of Mother Hemma. The school is managed under the aegis of Immaculata Education Society- Missionary Sisters of The Queen of The Apostles. We are pledged to provide quality education to all without compromising basic human values and discipline. As a part of our mission we have started John XXIII School at Virar in 2008. At present there are 900 students and 40 teachers.

Vision *Our vision is to create a literate world where students are able to face the challenges and foster their families on the moral values.*

Mission *In the next three years, the school will strive to create an environment for happy living and improve the reading habits of students through various activities.*

Motto *“Children cannot be made good by making them happy but they can be happy by making them good.” And “Be Your Own Light” The students at JOHN XXIII SCHOOL are encouraged to explore, reach out, and seek answers for themselves. The teachers are encouraged to innovate, guide and, most importantly, become learners first.*

**1.1 School Name and Complete Address with Phone number(s),
Fax No., Email ID, Website etc.**

Name : **JOHN XXIII SCHOOL, VIRAR
WEST**

AFFILIATION NO : **1130432**

School Code : **30336**

Address : **NEXT TO YASHWANTDEEP
BLDG., DONGARPADA,
VIRAR WEST. 401303,
DIST. PALGHAR,
MAHARSHTRA**

Email ID : **john23rdschool@gmail.com**

Phone Number : **8087206912**

Website : **johnxxiii.ac.in**

Principal's Name : **SR. AVITA THOMAS D'MELLO**

Email ID : **john23rdschool@gmail.com**

Phone Number : **8087206912**

1.2 Name of the Principal: SR. AVITA THOMAS D'MELLO

ANNUAL PEDAGOGICAL PLAN FOR SESSION 2020-21

1.3 School Details:

SR. NO	PARTICULARS
1	Total rooms – 38
2	Principal Office-1 , (27' X 20')EG.
3	Other rooms – 9 , (20' X 16') (Principal office, Store room, Staff room, Office, Conference hall, Activity hall)
4	TOTAL NO. OF LABORATORY. Composite Science Lab - 1 (42'x 21') Computer Lab - 1 (24' x 20') Library - 1 (42'x 21') Art & Craft Room - 1 (24' x 20')
5	School Transport – Total 3 Buses are available for students. NAME OF TRANSPORT PROVIDER: MR. Shashikumar Nair INCHARGE OF TRANSPORT COMMITTEE: MEMBER 1. SR. AVITA D'MELLO MEMBER 2. MR. JOHN DCHUNA. MEMBER 3. MISS.ROSHNI COATES MEMBER 4. MRS. ALDRINA VAZ.
6	Electricity arrangements – SOLAR ENERGY AND MBCB
7	Total Number of students – 938 BOYS : 510 GIRLS: 428
8	Total number of teaching staff –36 MALE: 7 FEMALE: 29
9	Non-Teaching Staff –07 MALE: 3 FEMALE: 4
10	Quarters for residential staff – 06 (6 room set with furniture)
11	Cemented overhead water tank is available with submersible motor YES
12	Total 2 large size water filters are installed for drinking water YES
13	Total AC installed in school campus: 2
14	Total WASHROOM- 24 MALE 2 FEMALE 2 PWD 1
15	SEXUAL HARRESSMENT COMMITTEE CONSTITUTED: YES YEAR: 2019 HEAD OF SEXUAL HARRESSMENT COMMITTEE: MEMBER 1. SR. AVITA D'MELLO MEMBER 2. SR. NAMRATA MACWAN MEMBER 3. MR. VIPIN CHANDRA PANDEY MEMBER 4. MRS. KAMAL JOHN RODRIGUES MEMBER 5. MR. MAYUR AJINKYA MEMBER 6. MRS. SUJATHA D. NAIK
	GREIVIENCE COMMITTEE CONSTITUTED: YES YEAR: HEAD OF SEXUAL HARRESSMENT COMMITTEE: MEMBER 1. SR. LORETTO DIAS MEMBER 2. SR. AVITA D'MELLO MEMBER 3. SR. NAMRATA MACWAN MEMBER 4. MRS. SUPARNA JAISWAL MEMBER 5. MRS.MIJU BAIJU GOPURATHINGAL MEMBER 6. MR. MAYUR AJINKYA MEMBER 7. MRS. BINITA THAKUR MEMBER 8. MRS. NEELAM CORREIA

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Year of Affiliation:2013

Affiliation No: 1130432

School Code:30336

Type of School (Please tick the correct option):

- Middle/Secondary/Senior Secondary – **Secondary**
- Boys/Girls/Co-Education - **Co-Education**
- Day School/Day Boarding/ Residential - **Day School**
- (May tick more than one option)
- No. of Students: (Total) 509 (Boys) 427(Girls)
- No. of Divyang (with Special Needs) Students: - -----
- No. of Students in: Day School: 744 Day Boarding
- Location Type: Urban/ Rural/ Hilly Area: **Semi- Urban**
- Is the School a Minority School? **YES**
- School Quality Accreditation Details (if any): **NOT DONE**

1.4 Number of Students on Roll (Class-wise):

Class	I	II	III	IV	V	VI	VII	VIII	IX	X
Number of Sections	2	2	2	2	2	2	2	2	2	2
Students on the Roll	88	78	85	73	73	81	72	62	79	53

1.5 School Academic Performance:

a) Pass Percentage during the last Academic Session:

CLASS	NUMBER OF STUDENTS APPEARED	NUMBER OF STUDENTS PASSED	PASS PERCENTAGE
1	81	81	100%
2	85	85	100%
3	74	74	100%
4	76	76	100%
5	79	79	100%
6	74	74	100%
7	60	60	100%
8	80	80	100%
9	53	53	100%
10	38	38	100%

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b) Board Examination at a Glance

CLASS	NO. OF STUDENTS APPEARED	NO. OF STUDENTS PASSED	PASS PERCENTAGE	NO. STUDENTS WITH 91% TO 100%	NO. STUDENTS WITH 81% TO 90%	SPECIAL REMARK
X	38	38	100%	11	11	STUDENTS DONE WELL

1.6 Key Strengths of the School

- self-discipline of students
- Hardworking and highly motivated teachers
- efficient guidance and planning by Principal
- well-furnished infrastructure of school building
- Character formation and values are given utmost importance
- supportive PTA and parents etc.

1.7 Staff Details:

The number of the teachers including Librarian, PET and Principal in position (Regular, Ad-hoc or Part -Time)

GROUP	REGULAR	AD-HOC	PART-TIME	NUMBER OF TEACHERS	
				TRAINED	UNTRAINED
PRIMARY	20			36	0
MIDDLE					
SECONDARY	7		1		
SUPERVISOR	1				
SPECIAL TEACHER	1				
PETS	2				
LIBRARIAN	1				
MUSIC TEACHER	1				
DANCE TEACHER	1				
YOGA TEACHER	1(INCLUSIVE)				
COUNSELLOR	1				
OTHERS	7				
TOTAL	44				

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1.8 Alumni Details:

- a) Admissions in Professional courses in the Current Academic Session
- c) Special Achievements of School Alumni

2. ANNUAL PEDAGOGICAL PLAN DETAILS 2020-21

2.1 PEDAGOGICAL PLAN COMMITTEE

Name	Designation	Role in PPC
SR. AVITA D'MELLO	PRINCIPAL	To guide committee members how to prepare APP
SR. NAMRATA NACWAB	Examination	Provide all the data related to Academic session
MISS RILCY COLASSO	Activity In charge	provides all the data related to Co-curricular activities
MISS SIMRAN D'MELLO	Co-coordinator	To collect all the data from the members & guide them time to time.
MISS ROSHNI COATES	Assistant Exam Controller	Provide all the data related to Academic session
MRS. SHACHI MEHRA	Science & Mathematics Teacher Representative	Volunteer
MRS. RASIKA RODRIGUES	Class 1 & 2 Teacher Representative	Volunteer
MRS. DOSPHINA ANDRENDES	Social Science & Languages Representative	Volunteer

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PPC Meetings to develop APP

Date	Stakeholders consulted	Discussions held
February	Management, Parents, Teachers and students	2 MEETINGS
March	Teachers and Students	ONLINE
April	Teachers	ONLINE

2.2 VISION, MISSION, VALUES, FOCUS & APPROACH

Name of the Academic Resources Segment -wise

Name of the resources	Segment – Primary/Middle class / Secondary	Usefulness
Language labs	All levels	Resources used in language lab are helpful in effective teaching and learning process
Science lab	All levels	Enhances mastery of science subject matter, develops scientific reasoning abilities, develops practical skills, develops understanding of nature of science, cultivate interest in science
Computers	All levels	It helps students to develop the knowledge about the current technology
Reference Books (library)	All levels	Students acquire knowledge
Library	All levels	To develop reading habits

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2.3 PEDAGOGICAL STRATEGIES

Class-wise and Subject-wise: Art integration, innovative pedagogies, co-scholastic activities

Class	Subject 1	Subject 2	Subject 3	Subject 4	Subject 5	Subject 6
Class I	ENGLISH	HINDI	MARATHI	MATHEMATICS	EVS	
CLASS II	ENGLISH	HINDI	MARATHI	MATHEMATICS	EVS	
CLASS III	ENGLISH	HINDI	MARATHI	MATHEMATICS	SCIENCE	S. SCIENCE
CLASS IV	ENGLISH	HINDI	MARATHI	MATHEMATICS	SCIENCE	S. SCIENCE
CLASS V	ENGLISH	HINDI	MARATHI	MATHEMATICS	SCIENCE	S. SCIENCE
CLASS VI	ENGLISH	HINDI	SANSKRIT	MATHEMATICS	SCIENCE	S. SCIENCE
CLASS VII	ENGLISH	HINDI	SANSKRIT	MATHEMATICS	SCIENCE	S. SCIENCE
CLASS VIII	ENGLISH	HINDI	SANSKRIT	MATHEMATICS	SCIENCE	S. SCIENCE
CLASS IX	ENGLISH	HINDI /SANSKRIT	MATHEMATICS	SCIENCE	S. SCIENCE	
CLASS X	ENGLISH	HINDI /SANSKRIT	MATHEMATICS	SCIENCE	S. SCIENCE	

Class-wise and Subject-wise:

Number of Grades and Subjects Allocation						
Class Name	section	No of. Students	Class In charge	Subjects	Period allocation	Teacher Name
Nursery			SR. PRAJAKTA	ENGLISH		SR. PRAJAKTA
				MATHEMATICS		SR. PRAJAKTA
				GAMES		MRS. REGINA
				ARTS		MRS. REGINA
				CRAFT		MRS. REGINA
JR. K.G	A		MRS. UZMA KHAN	ENGLISH		MRS. UZMA KHAN
				HINDI		MRS. UZMA KHAN
				MATHEMATICS		MRS. UZMA KHAN
				EVS		MRS. UZMA KHAN
				GAMES		MRS. UZMA KHAN
				ARTS		MRS. UZMA KHAN

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				CRAFT	MRS. UZMA KHAN
JR. K.G	B		MRS. SWEEDAL NAIR	ENGLISH	MRS. SWEEDAL NAIR
				HINDI	MRS. SWEEDAL NAIR
				MATHEMATICS	MRS. SWEEDAL NAIR
				EVS	MRS. SWEEDAL NAIR
				GAMES	MRS. SWEEDAL NAIR
				ARTS	MRS. SWEEDAL NAIR
				CRAFT	MRS. SWEEDAL NAIR
SR. K.G	A		MRS. ANNIE D'BRITTO	ENGLISH	MRS. ANNIE D'BRITTO
				HINDI	MRS. ANNIE D'BRITTO
				MATHEMATICS	MRS. ANNIE D'BRITTO
				EVS	MRS. ANNIE D'BRITTO
				GAMES	MRS. ANNIE D'BRITTO
				ARTS	MRS. ANNIE D'BRITTO
				CRAFT	MRS. ANNIE D'BRITTO
SR. K.G	B		MRS. SWATI KOSAMBI	ENGLISH	MRS. SWATI KOSAMBI
				HINDI	MRS. SWATI KOSAMBI
				MATHEMATICS	MRS. SWATI KOSAMBI
				EVS	MRS. SWATI KOSAMBI
				GAMES	MRS. SWATI KOSAMBI
				ARTS	MRS. SWATI KOSAMBI
				CRAFT	MRS. SWATI KOSAMBI
1	A	45	MRS. RASIKA RODRIGUES	ENGLISH	MRS. MISHEAL PEREIRA
				HINDI	MRS. STEPHY MENDIS
				MARATHI	MRS. RASIKA RODRIGUES
				MATHEMATICS	MRS. RASIKA RODRIGUES
				EVS	SR.ROSITA KINNY
				COMPUTER	MISS. BINAL SHAH
				ARTS	MR. MAYUR AJINKYA
				MUSIC	MR.MAYUR AJINKYA
				HPE	MRS.KAMAL RODRIGUES
				MD	MR.MANOJ GOSAVI
				CA	MRS.RILCY COLLASO
1	B	43	MRS. STEFFY MENDES	ENGLISH	MRS. MISHEAL PEREIRA
				HINDI	MRS. STEPHY MENDIS
				MARATHI	MRS. RASIKA RODRIGUES
				MATHEMATICS	MRS. RASIKA RODRIGUES
				EVS	SR.ROSITA KINNY
				COMPUTER	MISS. BINAL SHAH
				ARTS	MR.MAYUR AJINKYA
				MUSIC	MR.MAYUR AJINKYA

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				HPE	MRS.KAMAL RODRIGUES
				MD	MR.MANOJ GOSAVI
				CA	MRS.RILCY COLLASO
2	A	38	MRS. SUJATA SHAH	ENGLISH	MRS. SUJATA SHAH
				HINDI	MRS. SUJATHA SHAH
				MARATHI	MRS. KAMAL RODRIGUES
				MATHEMATICS	MISS.JERINA LOPES
				EVS	SR. ROSITA KINNY
				COMPUTER	MISS.BINAL SHAH
				ARTS	SR. ROSITA KINNY
				MUSIC	MR.MAYUR AJINKYA
				HPE	MRS.KAMAL RODRIGUES
				MD	MR.SACHIN GIRANE
				CA	MISS. RILCY COLLASO
2	B	40	MISS JERINA LOPES	ENGLISH	MRS. SUJATA SHAH
				HINDI	MISS.JERINA LOPES
				MARATHI	MRS. KAMAL RODRIGUES
				MATHEMATICS	MISS.JERINA LOPES
				EVS	MISS. SIMRAN DMELLO
				COMPUTER	MISS.BINAL SHAH
				ARTS	SR. ROSITA KINNY
				MUSIC	MR.MAYUR AJINKYA
				HPE	MR. SACHIN GIRANE
				MD	MR. MANOJ GOSAVI
				CA	MISS RILCY COLASSO
3	A	42	MISS BINAL SHAH	ENGLISH	SR. ROSITA KINNY
				HINDI	MRS. MANISHA KHARE
				MARATHI	MRS. KAMAL RODRIGUES
				SCIENCE	MISS SIMRAN D'MELLO
				SOCIAL SCIENCE	MISS SIMRAN D'MELLO
				MATHEMATICS	MISS BINAL SHAH
				COMPUTER	MRS. BLESSINA LOPES
				ARTS	MR. JOHN D'CUHNA
				MUSIC	MR.MAYUR AJINKYA
				HPE	MR. SACHIN GIRANE
				MD	MRS. KAMAL RODRIGUES
				CA	MISS RILCY COLASSO
				3	B
HINDI	MRS. MANISHA KHARE				
MARATHI	MR. SACHIN GIRANE				
SCIENCE	MISS SIMRAN D'MELLO				
SOCIAL SCIENCE	MISS SIMRAN D'MELLO				

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				MATHEMATICS	MISS BINAL SHAH
				COMPUTER	MRS. BLESSINA LOPES
				ARTS	MR. JOHN D'CUHNA
				MUSIC	MR.MAYUR AJINKYA
				HPE	MR. MANOJ GOSAVI
				MD	MR. JOHN D'CUHNA
				CA	MISS RILCY COLASSO
4	A	38	MRS. MISHEAL PERIERA	ENGLISH	MRS. MISHEAL PERIERA
				HINDI	MRS. MANISHA KHARE
				MARATHI	MRS. KAMAL RODRIGUES
				SCIENCE	MISS SIMRAN D'MELLO
				SOCIAL SCIENCE	MISS SIMRAN D'MELLO
				MATHEMATICS	MISS MISHEL CARVALHO
				COMPUTER	MRS. BLESSINA LOPES
				ARTS	MR. JOHN D'CUHNA
				MUSIC	MR.MAYUR AJINKYA
				HPE	MR. MANOJ GOSAVI
				MD	MRS. KAMAL RODRIGUES
				CA	MISS RILCY COLASSO
4	B	35	MISS RILCY COLASSO	ENGLISH	MRS. MISHEAL PERIERA
				HINDI	MRS. MANISHA KHARE
				MARATHI	MRS. KAMAL RODRIGUES
				SCIENCE	MISS SIMRAN D'MELLO
				SOCIAL SCIENCE	MISS SIMRAN D'MELLO
				MATHEMATICS	MISS MISHEL CARVALHO
				COMPUTER	MRS. BLESSINA LOPES
				ARTS	MRS. JOHN D'CUHNA
				MUSIC	MR.MAYUR AJINKYA
				HPE	MR. SACHIN GIRANE
				MD	MR. MANOJ GOSAVI
				CA	MISS SIMRAN DMELLO
5	A	36	MRS. RANJU TIWARI	ENGLISH	MRS DOSPHINA ANDRANDES
				HINDI	MRS VIJAYA VISHWAKARMA
				MARATHI	MRS STEPHY MENDIS
				SANSKRIT	MRS MANISHA KAHRE
				SCIENCE	MRS RANJU TIWARI
				SOCIAL SCIENCE	MISS RILCY COLLASO
				MATHEMATICS	MISS. MISHEAL CARVALLO
				COMPUTER	MRS. BLESSINA LOPES
				ARTS	MR. JOHN D'CUHNA
				MUSIC	MR.MAYUR AJINKYA

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				HPE	MR SACHIN GIRANE
				MD	MR. JOHN D'CUHNA
				CA	MISS SIMRAN DMELLO
5	B	37	MISS MISHEL CARVAHLO	ENGLISH	MRS DOSPHINA ANDRANDES
				HINDI	MRS VIJAYA VISHWAKARMA
				MARATHI	MRS STEPHY MENDIS
				SANSKRIT	MRS MANISHA KAHRE
				SCIENCE	MRS RANJU TIWARI
				SOCIAL SCIENCE	MISS RILCY COLLASO
				MATHEMATICS	MISS. MISHEAL CARVALLO
				COMPUTER	MRS. BLESSINA LOPES
				ARTS	MR. JOHN D'CUHNA
				MUSIC	MR.MAYUR AJINKYA
				HPE	MR.MANOJ GOSAVI
				MD	MRS. KAMAL RODRIGUES
				CA	MISS. SIMRAN D'MELLO
6	A	41	MRS. VIJAYA VISHWAKAR MA	ENGLISH	MRS. SUPARNA JAISWAL
				HINDI	MRS. VIJAYA VISHWAKARMA
				MARATHI	MRS.RASIKA RODRIGUES
				SANSKRIT	MRS.MANISHA KHARE
				MATHEMATICS	MISS.PAYAL TOPPO
				SCIENCE	MRS. RANJU TIWARI
				SOCIAL SCIENCE	MISS. RILCY COLLASO
				COMPUTER	MRS. BLESSINA LOPES
				ARTS	MR. JOHN D'CUHNA
				MUSIC	MR. MAYUR AJINKYA
				HPE	MR. MANOJ GOSAVI
				MD	MR. JOHN D'CUHNA
				CA	MISS. SIMRAM DMELLO
6	B	40	MISS PAYAL TOPPO	ENGLISH	MRS. HEMAMALINEE RAJGOPALAN
				HINDI	MRS. VIJAY VISHWAKARMA
				MARATHI	MRS. RASIKA RODRIGUES
				SANSKRIT	MR. SHEETLAPRASAD TIWARI
				MATHEMATICS	MISS.PAYAL TOPPO
				SCIENCE	MRS. RANJU TIWARI
				SOCIAL SCIENCE	MISS. RILCY COLLASO
				COMPUTER	MRS. BLESSINA LOPES
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				MUSIC	MR.MAYUR AJINKYA
				HPE	MR. SACHIN GIRANE
MD	MRS.KAMAL RODRIGUES				

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				CA	MISS. SIMRAM DMELLO
7	A	31	MRS. DOSPHINA ANDRANDES	ENGLISH	MRS. HEMAMALINEE RAJGOPALAN
				HINDI	MRS. VIJAYA VISHWAKARMA
				SANSKRIT	MR. SHEETALAPRASAD TIWARI
				MATHEMATICS	MRS. MITALI NAIK
				SCIENCE	MRS. RANJU TIWARI
				SOCIAL SCIENCE	MRS. DOSPHINA ANDRANDES
				COMPUTER	MRS. BLESSINA LOPES
				ARTS	MR. JOHN D'CUHNA
				MUSIC	MR. MAYUR AJINKYA
				HPE	MR. SACHIN GIRANE
				MD	MR. MANOJ GOSAVI
7	B	36	MRS. HEMAMALINEE RAJGOPALAN	ENGLISH	MRS. HEMAMALINEE RAJGOPALAN
				HINDI	MRS. VIJAYA VISHWAKARMA
				SANSKRIT	MR. SHEETALAPRASAD TIWARI
				MATHEMATICS	MRS. MITALI NAIK
				SCIENCE	MRS. RANJU TIWARI
				SOCIAL SCIENCE	MRS. DOSPHINA ANDRANDES
				COMPUTER	MRS. BLESSINA LOPES
				ARTS	MR. JOHN D'CUHNA
				MUSIC	MR. MAYUR AJINKYA
				HPE	MR. SACHIN GIRANE
				MD	MR. MANOJ GOSAVI
8	A	31	MR. VIPINCHANDRA PANDEY	ENGLISH	MRS. HEMAMALINI RAJGOPALAN
				HINDI	MR. VIPIN PANDEY
				SANSKRIT	MR. SHEETALAPRASAD TIWARI
				MATHEMATICS	MISS. SWEEDAL DSOUZA
				SCIENCE	MISS. SWEEDAL DSOUZA
				SOCIAL SCIENCE	MRS. DOSPHINA ANDRANDES
				COMPUTER	MRS. BLESSINA LOPES
				ARTS	MR. JOHN D'CUHNA
				MUSIC	MR. MAYUR AJINKYA
				HPE	MR. MANOJ GOSAVI
				MD	MR. SACHIN GIRANE
8	B	31	MRS. SUPARNA JAISWAL	ENGLISH	MRS. HEMAMALINI RAJGOPALAN
				HINDI	MR. VIPINCHANDRA PANDEY
				SANSKRIT	MR. SHEETALAPRASAD TIWARI
				MATHEMATICS	MISS. SWEEDAL DSOUZA
				SCIENCE	MISS. SWEEDAL DSOUZA
				SOCIAL SCIENCE	MRS. DOSPHINA ANDRANDES

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				COMPUTER	MRS. BLECINA LOPES
				ARTS	MR. JOHN D'CUHNA
				MUSIC	MR. MAYUR AJINKYA
				HPE	MR. MANOJ GOSAVI
				MD	MR. SACHIN GIRANE
9	A	39	MRS. SHACHI MEHRA	ENGLISH	SR. NAMRATA MACWAN
				HINDI	MR. VIPIN CHANDRA PANDEY
				SANSKRIT	MR. SHEETALAPRASAD TIWARI
				MATHEMATICS	MISS. SEEDAL DSOUZA
				SCIENCE	MRS. SHACHI MEHRA
				SOCIAL SCIENCE	MRS. SUPERNA JAISWAL
				IT	MRS. BLECINA LOPES
				ARTS & MUSIC	MR. JOHN D'CUHNA
				FMM	MISS BINAL SHAH
				HPE	MR. MANOJ GOSAVI
				MD	MRS. KAMAL RODRIGUES
9	B	40	MISS SWEEDAL D'SOUZA	ENGLISH	SR. NAMRATA MACWAN
				HINDI	MR. VIPIN CHANDRA PANDEY
				SANSKRIT	MR. SHEETALAPRASAD TIWARI
				MATHEMATICS	MRS. MITALI NAIK
				SCIENCE	MRS. SHACHI MEHRA
				SOCIAL SCIENCE	MRS. SUPERNA JAISWAL
				IT	MRS. BLECINA LOPES
				ARTS & MUSIC	MR. JOHN D'CUHNA
				FMM	MISS BINAL SHAH
				HPE	MR. MANOJ GOSAVI
MD	MRS. KAMAL RODRIGUES				
10	A	27	MRS. MITALI NAIK	ENGLISH	SR. NAMRATA MACWAN
				HINDI	MR. VIPIN CHANDRA PANDEY
				SANSKRIT	MR. SHEETALAPRASAD TIWARI
				MATHEMATICS	MRS. MITALI NAIK
				SCIENCE	MRS. SHACHI MEHRA
				SOCIAL SCIENCE	MRS. SUPERNA JAISWAL
				IT	MRS. BLECINA LOPES
				ARTS & MUSIC	MR. JOHN D'CUHNA
				FMM	MISS BINAL SHAH
				HPE	MR. MANOJ GOSAVI
MD	MRS. KAMAL RODRIGUES				
10	B	26	MRS. MITALI NAIK	ENGLISH	SR. NAMRATA MACWAN
				HINDI	MR. VIPIN CHANDRA PANDEY
				SANSKRIT	MR. SHEETALAPRASAD TIWARI

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				MATHEMATICS		MRS. MITALI NAIK	
				SCIENCE		MRS. SHACHI MEHRA	
				S. SCIENCE		MRS. SUPERNA JAISWAL	
				IT		MRS. BLECINA LOPES	
				ARTS & MUSIC		MR. JOHN D'CUHNA	
				FMM		MISS BINAL SHAH	
				HPE		MR. MANOJ GOSAVI	
				MD		MRS. KAMAL RODRIGUES	

TEACHER'S TIMETABLE

TEACHER ONLINE TIMETABLE ACADEMIC YEAR 2020- 21							
TEACHER	MONDAY	TUSEDAY	WEDNESDAY	THURDAY	FRIDAY	SATURDAY	SUNDAY
BINAL SHAH			MATHS IV		MATHS III		COMPUTR E I
BLESSINA LOPES							COMPUTR E III TO X
DOSPHINA ANDRENDES			S.S.T VII	S.S.T VIII		ENG V	
HEMAMALINI RAJGOPAL	ENG VIII			VII ENG		ENG VI	
JERINA LOPES			MATHS II		HINDI II		
JOHN DCOHNO							ART III TO X
KAMAL RODRIES		MAR IV	MAR III			MAR II	P.T I
MANISH KHARE			SAN V			HINDI III ,IV	
MANOJ GOSAVI							p.T I tox
MAYUR AJJKAY							ART I TO II
MITALI NAIK	MATHS VII		MATHEM ATICS X			MATHS X	
MISHEL.CAR VILLO		MATHS IV	MATHEM ATICS V				
MISHEL.PERI RAR	ENG IV			ENG I			
SR.NAMARA T		ENG X				ENG IX	
RANJU TIWARI	SCI VI	SCI V			SCI VII		
RASIKA ROD			MATHS I		MARATHI VI ,I		
PAYAL TOPPO		MATHEM ATICS VI	MATHEM ATICS VIII				

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RILCY COLASO	S.S.T V	S.S.T VI			SOCIAL SCIENCE IV		
SR.ROSITA KINNY	ENGLISH I	E.V.S I					
SACHIN GIRANA			MARATHI III				P.T I TO X
SHACHI MEHARA			SCIENCE IX		SCIENCE X VII		
SWEDAL DESOUZA	MATHEMATICS IX			MATHEMATICS IX	SCIENCE VIII		
SIMRAN DEMLLO		E.V.S II	SOCIAL SCI III	SCIENCE III IV			
STEPHY MENDES	HINDI				MARATHI V	G.K	
SUJATA SHAH	ENGLISH II	E.V.S II		HINDI II			
SUPARNA JAISWAL	S.S.T X				S.S.T IX	ENG VI	
SHEETALPRA SAD TIWARI		SANSKRIT IX		SANSKRIT X	SANSKRIT VI	SANSKRIT VII , VIII	
VIJAYA VISHVKARM		HIND VII		HINDI V ,VI			
VIPIN PANDY		HINDI VIII , IX		HINDI X			

CLASS TIMETABLE

SCHEDULE FOR ONLINE TEACHING FOR CLASS 1 TO 10 FOR THE ACADEMIC YEAR 2020-21

CLASS I			CLASS II		
DAY	SUBJECT	TEACHER	DAY	SUBJECT	TEACHER
MONDAY	HINDI	MRS. STEPHY & MRS. RASIKA	MONDAY	ENGLISH	MRS.SUJATHA
TUESDAY	EVS	MRS.STEPHY & SR. ROSITA	TUESDAY	EVS	MRS. SUJATHA & MISS.SIMRAN
WEDNESDAY	MATHEMATICS	MRS.RASIKA	WEDNESDAY	MATHEMATICS	MISS.JERINA
THURSDAY	ENGLISH	MRS.MISHEAL	THURSDAY	GK	MRS.RANJU & MISS.JERINA
FRIDAY	MARATHI	MRS.RASIKA & MRS. STEPHY	FRIDAY	HINDI	MRS.SUJATHA & MISS.JERINA
SATURDAY	GK	MR. MAYUR	SATURDAY	MARATHI	MRS.KAMAL
SUNDAY	PE (PHYSICAL EDU.)	MRS.KAMAL & MR. SCHIN	SUNDAY	PE (PHYSICAL EDU.)	MR.MANOJ/MR.SACHIN

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	INTEGRATED ART EDU.	MR. MAYUR		INTEGRATED ART EDU.	SR. ROSITA
	COMPUTER	MISS. BINAL		COMPUTER	MRS.BLESSINA
CLASS III			CLASS IV		
DAY	SUBJECT	TEACHER	DAY	SUBJECT	TEACHER
MONDAY	ENGLISH	SR. ROSITA	MONDAY	ENGLISH	MRS. MISHEAL
TUESDAY	SCIENCE	MISS. SIMRAN&MISS.BINAL	TUESDAY	MARATHI	MRS.KAMAL
WEDNESDAY	MARATHI	MR. SACHIN&MRS.KAMAL	WEDNESDAY	MATHEMATICS	MISS.BINAL&MISS.MISHEAL
THURSDAY	SOC.SCIENCE	MISS.SIMRAN	THURSDAY	SCIENCE	MISS.RILCY & MISS. SIMRAN
FRIDAY	MATHEMATICS	MISS.BINAL	FRIDAY	SOC.SCIENCE	MISS. RILCY
SATURDAY	HINDI	MRS.MANISHA & MR.MAYUR	SATURDAY	HINDI	MRS.MANISHA & MR. MAYUR
SUNDAY	PE(PHYSICAL EDU.)	MR.MANOJ/MR.SACHIN	SUNDAY	PE(PHYSICAL EDU.)	MR.MANOJ/MR.SACHIN
	INTEGRATED ART EDU.	MR.JOHN		INTEGRATED ART EDU.	MR.JOHN
	COMPUTER	MRS.BLESSINA		COMPUTER	MRS.BLESSINA
CLASS V			CLASS VI		
DAY	SUBJECT	TEACHER	DAY	SUBJECT	TEACHER
MONDAY	S.ST	MISS.RILCY TR	MONDAY	SCIENCE	MRS. RANJU
TUESDAY	SCIENCE	MRS. RANJU	TUESDAY	MATHEMATICS	MISS.PAYAL TOPPO
	SANSKRIT	MRS.MANISHA	WEDNESDAY	SOC.SCIENCE	MISS. RILCY
WEDNESDAY	MATHEMATICS	MISS.MISHEAL	THURSDAY	HINDI	MRS. VIJAYA
THURSDAY	HINDI	MRS.VIJAYA TR.	FRIDAY	SANSKRIT	MR.TIWARI
FRIDAY	MARATHI	MRS. STEPHY		MARATHI	MRS.RASIKA
SATURDAY	ENGLISH	MRS. DOSPHINA	SATURDAY	ENGLISH	MRS.SUPARNA& MRS. HEMAMALINI
SUNDAY	PE(PHYSICAL EDU.)	MR.MANOJ/MR.SACHIN	SUNDAY	PE(PHYSICAL EDU.)	MR.MANOJ/MR.SACHIN
	INTEGRATED ART EDU.	MR.JOHN		INTEGRATED ART EDU.	MR.JOHN
	COMPUTER	MRS.BLESSINA		COMPUTER	MRS.BLESSINA
VII			CLASS VIII		
DAY	SUBJECT	TEACHER	DAY	SUBJECT	TEACHER
MONDAY	MATHEMATICS	MRS.MITALI	MONDAY	ENGLISH	MRS.HEMAMALINI

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TUESDAY	HINDI	MRS.VIJAYA& MR. VIPIN	TUESDAY	HINDI	MR.VIPIN
WEDNESDAY	SOC.SCIENCE	MRS.DOSPINA TR.	WEDNESDAY	MATHEMATICS	MISS.PAYAL
THURSDAY	ENGLISH	MRS.HEMAMALINI	THURSDAY	SOC.SCIENCE	MRS.DOSPINA
FRIDAY	SCIENCE	MRS. RANJU& MRS. SHACHI	FRIDAY	SCIENCE	MISS.SWWDAL
SATURDAY	SANSKRIT	MR. TIWARI	SATURDAY	SANSKRIT	MR.TIWARI
SUNDAY	PE(PHYSICAL EDU.)	MR.MANOJ/MR.S ACHIN	SUNDAY	PE(PHYSICAL EDU.)	MR.MANOJ/MR.SACHI N
	INTEGRATED ART EDU.	MR.JOHN		INTEGRATED ART EDU.	MR.JOHN
	COMPUTER	MRS.BLESSINA		COMPUTER	MRS.BLESSINA
CLASS IX			CLASS X		
DAY	SUBJECT	TEACHER	DAY	SUBJECT	TEACHER
MONDAY	MATHEMATICS	MISS.SWEEDAL	MONDAY	SOC.SCIENCE	MRS.SUPARNA
TUESDAY	HINDI/ SANSKRIT	MR.VIPIN/ MR.TIWARI	TUESDAY	ENGLISH	SR.NAMRATA
WEDNESDAY	SCIENCE	MRS.SHACHI	WEDNESDAY	MATHEMATICS	MRS.MITALI
THURSDAY	MATHEMATICS	MISS.SWEEDAL	THURSDAY	SANSKRIT/ HINDI	MR.VIPIN/ MR. TIWARI
FRIDAY	SOC.SCIENCE	MRS.SUPARNA TR.	FRIDAY	SCIENCE	MRS. SHACHI
SATURDAY	ENGLISH	SR.NAMRATA	SATURDAY	MATHEMATICS	MRS.MITALI
SUNDAY	PE(PHYSICAL EDU.)	MR.MANOJ/MR.S ACHIN	SUNDAY	PE(PHYSICAL EDU.)	MR.MANOJ/MR.SACHI N
	INTEGRATED ART EDU.	MR.JOHN		INTEGRATED ART EDU.	MR.JOHN
	COMPUTER	MRS.BLESSINA		COMPUTER	MRS.BLESSINA

2.5 STUDENT DEVELOPMENT PLAN

School Students Rules

1. A student should carry his / her calendar to school every day. It must have his / her photograph with complete information duly signed by parents / guardians.
2. Students should reach the school at least 5 minutes before the bell timing.
3. In case, the child is being picked up by a person other than the Parent / Nominee, a prior written permission must be taken from school authority.
4. Students should refrain from carrying valuable items to school. Although every care will be taken of the student's property, the school will not be responsible for any theft or loss of the same.
5. Any kind of damage done by the student to the school property within the school premises must be reported to the Principal. Damage of any kind is subject to a fine or payment for replacement / repairs.

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6. School management reserves the right to suspend / expel students whose conduct is harmful to the other students or to the school.
7. Students should greet their seniors and teachers and give them due respect at all times. Bullying and inappropriate language is not allowed in the school.
8. The students are to walk smartly in a queue and maintain silence whenever they move about in the corridors. They must also ensure that they keep to the left while walking in the corridors or on the stairs.
9. Every student must have a minimum of 90% attendance to be promoted to the next class (unless medically advised to take rest).
11. Once a child has come to the school, he / she should not be asked to come home on half day leave or leave for any period. In case of any emergency, the parent / guardian may collect the child from the school personally.
12. Students should get the notes, circulars signed by their parents / guardians and return them to the class teachers.
13. No student shall indulge in any of the following practices, namely-
 - (a) Disfiguring or otherwise damaging any school property.
 - (b) Rowdy and rude behaviour.
 - (c) Use of violence in any form.
 - (d) Casteism, communalism or the practice of untouchability.
14. No books other than text books should be brought to the school.
15. Bringing electronic gadgets like cell phones, cameras etc., is strictly forbidden.
16. Use of hair shaping gel is strictly prohibited.

Disciplinary Issues and Punitive Measures

In any effort streamlining the discipline of the school mores, a system of discipline notes is being introduced. You are hereby advised to note on following:

Sr. No	Disciplinary Issues	Punitive Measures
1	Caught loitering twice in the corridor without teacher pass.	Remark by in charge Discipline teacher
2	Missing from class twice without reason	-----do-----
3	Using abusive language	-----do-----
4	Physical assault and caught fighting and beating	Remark by principal
5	Stealing	-----do-----
6	Misdemeanor issues dealing with opposite sex	-----do-----
7	Damage to school property	Remark + payment for the damage
8	Three remarks will automatically lead to Principal's remark.	Principal's remark
9	Two Principal's remark will automatically lead to written memo in presence of parent.	Written memo
10	Two written memo will automatically lead to further punitive measures.	

School Assembly Schedule

Everyday morning assembly is conducted by the respective classes and special assembly is conducted on every Wednesday as per the schedule. To promote all the languages days have been fixed for the assembly to conduct in particular language.

Monday	=	English Language
Tuesday	=	Hindi Language
Wednesday	=	Hindi language
Thursday	=	Multi Language (Sanskrit/Marathi etc.)
Friday	=	English Language

2.6 CULTURAL ACTIVITY FOR STUDENTS YEAR 2020-21

INCHARGE TEACHERS : MISS RILCY COLACO
MISS SIMRAN DMELLO

DATE	STD: I - II	STD: III - V	STD: VI - IX
04-09-2020	Drawing competition – Class teacher	Drawing competition – Class teacher	Drawing competition – Class teacher
11-09-2020	Handwriting – Class teacher	Essay – Class teacher	Hindi Essay – Class teacher
18-09-2020	Best out of waste - Class teacher	Best out of waste (Newspaper) – Class teacher	Best out of waste (Newspaper) – Class teacher
25-09-2020	Collage making – Class teacher	Thumb printing – Class teacher	Extempore – Class teacher
09-10-2020	Story telling – Rasika Tr, Jerina Tr	Book mark making – Manisha Tr, Sujata Tr	Advertisement – Sweedal Tr, Hemamalini Tr
16-10-2020	Fancy dress – Payal Tr, Kamal Tr	Fancy dress – Suparna Tr, Sr. Rosita	Fancy dress – Dosphina Tr, Tiwari Sir
23-10-2020	Poetry Recitation – Stephy Tr, Manoj Sir	Poetry Recitation – Sujata Tr, Mishel Tr	Elocution competition – Nancy Tr, Sachi Tr
30-10-2020	Navratri celebration (Dance competition) – Kamal Tr, Sr. Rosita	Navratri celebration (Dance competition) – Sweedal Tr, Misheal Tr	Navratri celebration (Dance competition) – Payal Tr, Mayur Sir
06-11-2020	Card making – Ranju Tr, Dosphina Tr	Mask making – Jereni Tr, Sr. Rosita	Crown making – Sachin Sir, Mishel Tr
13-11-2020	Lantern making – Stephy Tr, Manoj Sir	Lantern making – Rasika Tr, Vijaya Tr	Lantern making – Kamal Tr, Blesina Tr

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04-12-2020	Photo frame making (My family) – Mayur Sir, Binal Tr	Photo frame making – Johny Sir, Vipin Sir	Spell bee – Nancy Tr, Hemamalini Tr
11-12-2020	Sports	Annual	Day
18-12-2020	Star making – Sachi Tr, Sweedal Tr	Star making – Mitali Tr, Blesina Tr	Snowflakes making – Misheal Tr, Mishel Tr
08-01-2020	Speech (Hindi) – Vipin Sir, Tiwari Sir	Quiz (Hindi day) – Manisha Tr, Sachin Sir	Quiz (Hindi day) – Vijaya Tr, Ranju Tr
15-01-2020	Science club – Science Trs	Science club – Science Trs	Science club – Science Trs
29-01-2020	EXAM WEEK		
05-01-2020	Fruit chart party – Vijaya Tr, Vipin Sir	Fruit chart party – Sachin Sir, Johny Sir	Fruit chart party – Binal Tr, Payal Tr

Thought of the Month

April	With Confidence, you have won before you have started
June	Hard work beats talent when talent doesn't work hard
July	Look deep into nature, and then you will understand everything better
August	Honest hearts produce honest actions.
September	Respect is one of the greatest expressions of love.
October	Accountability breeds responsibility.
November	Intelligence without ambition is a bird without wings.
December	We cannot build our own future without helping others to build theirs.
January	Patience is bitter but its fruit is sweet.
February	Empathy is a quality of character that can change the world.

Theme of the Month

April	Summer Season, Baisakhi, Earth Day.
June	Me and My World, Labour Day, Mother's Day.
July	Rainy Season, Kargil Victory Day.
August	Healthy Habits, Independence Day.
September	Land Transport, Teacher's Day.
October	John XXIII DAY Dusshera, Diwali, Traditions, Culture
November	Winter Season, World Science Day, National Education Day.
December	Water Animal and Birds, Christmas
January	People who Help us, Republic Day, Makar Sankranti
February	Recap of all the themes.

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Colour and Value of the Month

April	White	Building Self-Esteem in Children, Making Healthy & Beautiful Earth.
June	Mauve	Teaching Belongingness to Children & Greetings to Children, Hard work.
July	Green	Sharing is Caring, Care for Nature.
August	Orange	Honesty, Patriotism
September	Blue	Respect, Kindness
October	Yellow	Responsibility, Happiness
November	Black	Generosity, Intelligence
December	Red	Awareness, Helping
January	Brown	Patience, Humanity
February	Pink	Empathy, Intelligence

2.7 TEACHER DEVELOPMENT PLAN

Teacher Needs Assessment & Training

Periodic teachers training needs assessment is to be conducted by the school via:

01. Mock teaching meetings with all and Principal to identify challenges and training needs
02. Feedback reports and classroom observations
03. Training needs for new competencies and capacity building as envisioned by the Principal
04. Mandatory trainings as identified by the Central Board of Secondary Education (CBSE)

Teacher training schedule			
Teacher training Topic/activity	Proposed date/ Week /month	Target group	Learning outcome
Lesson planning strategies	April	Teachers	*creating lesson plans based on learning outcomes and competencies *using different formative assessment tools with rubrics to understand student learning *creating a resource bank related to the topic
Overcoming barriers to inclusive education	April	All teachers	*teachers to learn about inclusive education and sensitize them on special education needs *strategies for inclusive education
Capacity building program	July	Class 6 to 10 teachers	Career guidance for it to be shared with students
Joyful mathematics workshop	August	Mathematics teachers for class 1 to 10	Subject enrichment for mathematics teachers

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Active learning strategies & experiential learning	September	All teachers	Learn and demonstrate active learning strategies for creative engaging Ip's and co-constructing learning with students.
Using clubs and extra-curricular activities for integrated and inter-disciplinary learning	September	All teachers	Integration of activities of science, drama and eco clubs to do cross-disciplinary learning
Assessment strategies	September	All teachers	Assessment for learning
Subject enrichment workshops (language, mathematics and sciences)	December	All teachers	Subject specific breakout sessions for enrichment

2.8 Lesson plans

<u>English</u> CLICK ON THE LINK	<u>Hindi</u> CLICK ON THE LINK	<u>Marathi</u> CLICK ON THE LINK
<u>Sanskrit</u> CLICK ON THE LINK	<u>Mathematics</u> CLICK ON THE LINK	<u>Science</u> CLICK ON THE LINK
<u>Social Science</u> CLICK ON THE LINK	<u>Arts</u> CLICK ON THE LINK	<u>HPE</u> CLICK ON THE LINK
<u>Music</u> CLICK ON THE LINK	<u>Evs</u> CLICK ON THE LINK	<u>Computer</u> CLICK ON THE LINK
<u>COPY OF SAMPLE QUESTION PAPERS</u> CLICK ON THE LINK		

Syllabus Division

Number of Grades	Grade wise number of subjects	Subject wise number of instructional modules
STD. I	ENGLISH	10
	HINDI	24
	MARATHI	23
	MATHEMATICS	14
	EVS	13
STD.II	ENGLISH	10

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	HINDI	15
	MARATHI	42
	MATHEMATICS	14
	EVS	13
STD. III	ENGLISH	10
	HINDI	14
	MARATHI	22
	MATHEMATICS	12
	SCIENCE	9
	SOCIAL SCIENCE	9
STD. IV	ENGLISH	10
	HINDI	14
	MARATHI	38
	MATHEMATICS	14
	SCIENCE	8
	SOCIAL SCIENCE	8
STD .V	ENGLISH	10
	HINDI	18
	SANSKRIT	21
	MATHEMATICS	12
	SCIENCE	8
	SOCIAL STUDIES	7
STD .VI	ENGLISH – HONEY SUCKLE	10
	ENGLISH- A PACT WITH THE SUN	10
	HINDI -VASANT BAHG I	17
	HINDI- BAL RAMKATHA	12
	SANSKRIT	15
	MATHEMATICS	15
	SCIENCE	16
	SOCIAL SCIENCE -OUR PAST HISTORY	12
	SOCIAL SCIENCE -THE EARTH OUR HABITATE-GEOGROPHY	8
	SOCIAL SCIENCE- SOCIAL & POLITICAL LIFE	9
STD.VII	ENGLISH – HONEY COMB	10
	ENGLISH – AN ALIEN HAND	10
	HINDI – VASANT II	20
	HINDI – BAL MAHABHARAT KATHA	1 TO 41
	SANSKRIT	15

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	MATHEMATICS	15
	SCIENCE	18
	SOCIAL SCIENCE -OUR PAST II	10
	SOCIAL SCIENCE- OUR ENVIRONMENT -GEOGROPHY	10
	SOCIAL SCIENCE – SOCIAL & POLITICAL LIFE II	10
STD.VIII	ENGLISH -HONEY DEW	10
	ENGLISH - IT SO HAPPENED	10
	HINDI - VASANT	18
	HINDI – BHARAT KI KHOJ	9
	SANSKRIT	15
	MATHEMATICS	16
	SCIENCE	18
	SOCIAL SCIENCE – OUR PAST III PART I	6
	SOCIAL SCIENCE – OUR PAST III PART II	6
	SOCIAL SCIENCE -RESOURCE & DEVELOPMENT - GEOGROPHY	6
	SOCIAL SCIENCE – SOCIAL & POLITICAL LIFE	10
STD.IX	ENGLISH-BEEHIVE	11
	ENGLISH- MOMENTS	10
	HINDI - SPARSH	11
	HINDI - SANCHAYAN	4
	SANSKRIT	12
	MATHEMATICS	15
	SCIENCE	15
	SOCIAL SCIENCE-INDIA & COMTEMPRARY WORLD	5
	SOCIAL SCIENCE- ECONOMICS	4
	SOCIAL SCIENCE – DEMOCRETIC POLITICS	5
	SOCIAL SCIENCE – CONTEMPORARY INDIA -I(GEOGRAPHY)	6
STD.X	ENGLISH - BEEHIVE	11
	ENGLISH - FOOT PRINTS WITHOUT BOOT ESSENTIALS OF ENGLISH GRAMMER	10
	HINDI -SPARSH	14
	HINDI -SANCHAYAN	3
	SANSKRIT	12

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	MATHEMATICS	15
	SCIENCE	16
	SOCIAL SCIENCE-INDIA & CONTEMPORARY WORLD II	5
	SOCIAL SCIENCE-CONTEMPROPY INDIA -GEOGROPHY	7
	SOCIAL SCIENCE- UNDERSTANDING ECONOMIC DEVELOPMENT	5
	SOCIAL SCIENCE- DEMOCRATIC POLITICS II	8

- **Planner for the month of _____ 2020(annual planning)**

Class	Week-1	Week-2	Week-3	Week-4	Week-5

- **Lesson Plan (Weekly) Date: from _____ to _____ (weekly logbook and lesson plans)**

Class/Subjects	Lesson No./topic to be taught	Learning objective	Lesson plan delivery (Method & teaching Aids)

- **Observations of teacher at the end of week**

Amount of syllabus taught	Home Assignment	Observation by teacher	Remarks

- **Special efforts to improve weak students**

Name of students	Class & Section	Sub needing Improvement	Action Taken
JAYDEV SONI	10 A	MATHEMATICS	REMEDICAL CLASS
SAISH KOTIAN	10 A	MATHEMATICS	REMEDICAL CLASS
ASHMIT THAKUR	10 A	MATHEMATICS	REMEDICAL CLASS
AASTHA CHAODHARY	9 B	MATHEMATICS	REMEDICAL CLASS
SHASHANK KUMAR	9 A	MATHEMATICS	REMEDICAL CLASS
DINESH KUMAR	10 A	MATHEMATICS	REMEDICAL CLASS

2.9 ASSESSMENT ACTIVITIES

Process in Assessment

The Four Steps of the Assessment Cycle

Step 1: Clearly define and identify the learning outcomes

Each lesson should formulate between 3 and 5 learning outcomes that describe what students should be able to do (abilities), to know (knowledge), and appreciate (values and attitudes)

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following completion of the program. The learning outcomes for each program will include outcomes addressing community engagement, cultural competence, and leadership.

Step 2: Select appropriate assessment measures and assess the learning outcomes

Multiple ways of assessing the learning outcomes are usually selected and used. Although direct and indirect measures of learning can be used, it is usually recommended to focus on direct measures of learning. Levels of student performance for each outcome is often described and assessed with the use of rubrics.

Step 3: Analyze the results of the outcomes assessed

It is important to analyze and report the results of the assessments in a meaningful way. It is carried out by the principal herself.

Step 4: Adjust or improve programs following the results of the learning outcomes assessed

This step is a critical step of the assessment process. The assessment process has failed if the results do not lead to adjustments or improvements in programs.

Assessment Methods

Assessment methods are the strategies, techniques, tools and instruments for collecting information to determine the extent to which students demonstrate desired learning outcomes. Several methods should be used to assess student learning outcomes.

Direct and indirect methods of assessment

Direct methods of assessment ask students to demonstrate their learning while indirect methods ask students to reflect on their learning. Tests, essays, presentations, etc. are generally direct methods of assessment, and indirect methods include surveys and interviews.

System of Assessment

- ❖ Classes IX& X Maximum marks 100 per subject:
- ❖ Types of Assessment
 - Year End/Board Examination: 80 marks
 - Internal assessment: 20 marks

Pen paper test	Multiple assessment	Portfolio	Subject Enrichment
2 Pen paper Test	quizzes, oral test, concept map, exit cards, visual expression	(Classwork plus peer assessment, self - assessment, achievements of student in the subject, reflections, narrations, journals, etc.)	<ul style="list-style-type: none">• Languages:• Mathematics:• Science• Social Science

Subject Enrichment Activities:

These are subject specific activities aimed at enhancing the understanding and skill of the students. These activities are to be carried out throughout the term; however, they should be evaluated at the term-end.

- Languages:
Aimed at equipping the learners to develop effective listening and speaking skills. The language teachers may devise their own methods and parameters for assessment of the language.
- Mathematics:
For the activities of Mathematics, Practical Work and activities in Mathematics may be undertaken as suggested by NCERT syllabus and textbooks.
- Science

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Practical Work and activities in Mathematics may be undertaken as suggested by NCERT syllabus and textbooks.

- Social Science:
Map or Project Work and activities in Mathematics may be undertaken as suggested by NCERT syllabus and textbooks.

Academic Planning for JOHN XXIII School, Virar (W)

Year – 2020-21

Particulars	Month	Days
1 st Periodic Test	June	24 th to 29 th
2 nd Periodic Test (Multiple Assessment)	July and August	Class teachers
1 st Term (for Class 1 to 10 th)	September	13 th to 19 th
3 rd Periodic Test	December	02 nd to 10 th
4 th Periodic Test (Multiple Assessment)	January	Class teachers
2 nd Term Exam (for class 1 to 9)	February	29 th to 07 th March
Final Result	March	26 th
Class 9 & 10 Pre Mid -term Examination	July	01 st to 05 th
Mid – Term Examination	September	13 th to 19 th September
Post Mid- term Examination	December	02 nd to 11 th

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2.10 RUBRICS FOR MULTIPLE ASSESSMENT ACTIVITIES 1TH TO 10TH SUBJECT: SOCIAL STUDIES

1. DEBATE:

Student / group	Self confidence marks:4		Originality Marks:4		Self expression Marks: 4		Language Marks:4		Logic Marks:4		Total Marks 20+2=10
	Audience rapport	Body language	Arguments	Clarity of thought	Coherence and cogency	Ability to convince	Vocabulary	Syntax	Analytical ability	Spontaneity	

2. CONVERSATION/ DISCUSSION:

Student / group	Group spirit marks:4		Readiness Marks:4		Logical presentation of ideas Marks: 4		Language usage Marks:4		Overall presentation Marks:4		Total Marks 20+2=10
	Confidence	Group Coordination	Subject Knowledge	Self Expression	For	Against	Vocabulary	Syntax			

3. WALL MAGAZINE/CHART:

Student / Group	Research Marks:4	Collation Marks:4	Language Marks:4	Presentation Marks:4	Overall Presentation Marks:4	Total Marks 20+2=10

4. POWERPOINT PRESENTATION:

Student / Group	Research Marks:4	Audio-Visual (slides) Marks:4	Graphics & Sound Control Marks:4	Relevance to Topic Marks:4	Overall Presentation Marks:4	Total Marks 20+2=10

5. PROJECT WORK:

Student / Group	Design and Layout Marks:4	Selection of Material / Research Marks:4	Group Work Marks:4	Richness of Language Marks:4	Overall Presentation Marks:4	Total Marks 20+2=10

6. CREATIVE WRITING/ DIARY ENTRY/BOOK REVIEW/ REPORT WRITING

Student / Group	Relevance to topic Marks:4	Originality and freshness of ideas Marks:4	Visualization and imagination Marks:4	Language Marks:4	Use of literary Marks:4	Total marks 20+2=10

7. INTERVIEW/ SURVEY

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Student / Group	Questioning skill and body language Marks:5	Language and syntax Marks:5	Communicative skills Marks:5	Subject research Marks:5	Total marks 20÷2=10	Remarks

8. ASSIGNMENTS (WRITTEN / ORAL)

Student / Group	Research and application Marks:5	Expression & aspects of language Marks:5	Use of it Marks:5	Knowledge & understanding Marks:5	Total marks 20÷2=10	Remarks

9. QUIZ :

Student / Group	Research Marks:5	Questioning & listening skills Marks:5	Language Marks:5	Relevane to topic Marks:5	Total marks 20÷2=10	Remarks

10. DRAMATIZATION / ROLE PLAY

Student / Group	VISUALIZATION Marks:5	DIALOGUE DELIVERY Marks:5	ACTING SKILLS Marks:5	LANGUAGE Marks:5	Total Marks 20÷2=10	REMARKS

CLASS PARTICIPATION RUBRIC

Criteria	Parameters				MAXIMUM MARKS
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Attendance/ promptness	Student often late & irregular in class	Sometimes irregular in class	Usually regular in class	Always prompt and regular in class	2
Level of engagement in class	Never contributes to class by offering ideas and asking questions	Rarely contributes to class by offering ideas & asking questions	Sometimes contributes to class by offering ideas and asking questions.	Often contributes to class by offering ideas and asking questions	2
Listening skills	Does not listen when others talk, often interrupts when others speak	Does not listen when others talk	Listens when others talk	Listens when others talk, and incorporates the ideas of others	2
Behaviour	Almost always displays upsetting behaviour during class	Occasionally displays upsetting behaviour	Rarely displays upsetting behaviour	Almost never displays upsetting behaviour during class	2
Preparation	Never prepared for class assignments	Rarely prepared for class assignments	Usually prepared for assignments	Always prepared class assignment s	2
Total					10

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Homework Rubric

Criteria	Parameters				MAXIMUM MARKS
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Assignment completeness	Very few items attempted	Half of the items attempted	Most of the items attempted	All items attempted	2
Accuracy	Very few assignments are correct	Some assignments are correct.	Most of the assignments are correct	All assignments are correct	2
Demonstrated knowledge	Response shows a complete lack of understanding	Response shows some understanding of concept	Shows substantial understanding of concept	Shows complete understanding of concept	2
Legibility	Writing not legible	Writing not legible in places	Marginally legible handwriting	Legible handwriting	2
Timely submission	Never submitted on time	Rarely submitted on time	Usually submitted on time.	Always submitted on time.	2
Total					10

NOTEBOOK MAINTENANCE RUBRIC

Criteria	Parameters				MAXIMUM MARKS
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
TABLE OF CONTENTS	NO TABLE OF CONTENTS	INCOMPLETE TABLE OF CONTENTS	Included with page numbers	A neat table of contents with date and page numbers	2
CONTENT	MANY SECTIONS OF THE NOTEBOOK ARE MISSING	SOME SECTIONS OF THE NOTEBOOK ARE MISSING	One section of the notebook is missing	No sections. Of the notebook are missing	2
ORGANIZATION	ASSIGNMENTS IN A LOGICAL SEQUENCE	SOME ASSIGNMENTS ARE NOT IN A	One or two assignments are not in a logical sequence	All assignments are kept in a logical sequence	3
PRESENTATION	VERY DISORGANIZED	Below satisfactory condition	Satisfactory condition	Overall notebook is kept very neat	3
Total					10

Team work Rubric

Parameters	

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Skills	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	Maximum Marks
Helping / Sharing: The teacher observed the students offering assistance to each other & sharing their ideas/ findings	None of the time	Some of the time	Most of the time	All of the time	2
Listening: The teacher observed students working from each others' ideas	None of the time	Some of the time	Most of the time	All of the time	2
Participating: The teacher observed each student contributing to the project	None of the time	Some of the time	Most of the time	All of the time	2
Persuading: the teacher observed the students exchanging, defending and rethinking ideas.	None of the time	Some of the time	Most of the time	All of the time	2
Questioning: The teacher observed the students interacting, discussing and posing questions to all members of the team.	None of the time	Some of the time	Most of the time	All of the time	2
Total					10

Oral assessment Rubric

Skills	Parameters				Maximum Marks
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Participation: The teacher observed the student is the active participant and raise questions	None of the time	Some of the time	Most of the time	All of the time	2
Response: The teacher observed that the student gives response to questions asked by him/ her.	None of the time	Some of the time	Most of the time	All of the time	2
Correct knowledge: The teacher observed that the student's answer/ response is correct.	None of the time	Some of the time	Most of the time	All of the time	4
Confidence/ expression: The teacher observed the student is able to express knowledge gained.	None of the time	Some of the time	Most of the time	All of the time	2
Total					10

Subject: Science**CLASS PARTICIPATION RUBRIC**

Criteria	Parameters				MAXIMUM MARKS
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Attendance/ promptness	Student often late & irregular in class	Sometimes irregular in class	Usually regular in class	Always prompt and regular in class	2
Level of engagement in class	Never contributes to class by offering ideas and asking questions	Rarely contributes to class by offering ideas & asking questions	Sometimes contributes to class by offering ideas and asking questions.	Often contributes to class by offering ideas and asking questions	2
Listening skills	Does not listen when others talk, often interrupts when others speak	Does not listen when others talk	Listens when others talk	Listens when others talk, and incorporates the ideas of others	2
Behaviour	Almost always displays upsetting behaviour during class	Occasionally displays upsetting behaviour	Rarely displays upsetting behaviour	Almost never displays upsetting behaviour during class	2
Preparation	Never prepared for class assignments	Rarely prepared for class assignments	Usually prepared for assignments	Always prepared class assignments	2
Total					10

Homework Rubric

Criteria	Parameters				MAXIMUM MARKS
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Assignment completeness	Very few items attempted	Half of the items attempted	Most of the items attempted	All items attempted	2
Accuracy	Very few assignments are correct	Some assignments are correct.	Most of the assignments are correct	All assignments are correct	2
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Legibility	Writing not legible	Writing not legible in places	Marginally legible handwriting	Legible handwriting	2
Timely submission	Never submitted on time	Rarely submitted on time	Usually submitted on time.	Always submitted on time.	2
Total					10

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NOTEBOOK MAINTENANCE RUBRIC

Criteria	Parameters				MAXIMUM MARKS
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
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ORGANIZATION	ASSIGNMENTS IN A LOGICAL SEQUENCE	SOME ASSIGNMENTS ARE NOT IN A	One or two assignments are not in a logical sequence	All assignments are kept in a logical sequence	3
PRESENTATION	VERY DISORGANIZED	Below satisfactory condition	Satisfactory condition	Overall notebook is kept very neat	3
Total					10

Practical Record Rubric

CRITERIA	MAXIMUM MARKS
Clear & appropriate heading, title, problem & hypothesis	1
All materials listed & a summary of procedure	1
Appropriate presentation of data & observations including graphs, charts, and drawings	1
Clear & concise conclusions. Conclusion addresses problem & states knowledge gained	1
Overall – neatness, language, adheres to format, etc.	1
Total	5

Activities Rubric

Criteria	Parameters				Maximum Marks
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Following directions	Follows directions when teacher calls his name	Follows directions with a reminder	Follows directions	Follows directions immediately	2
Cooperation with others	Never cooperative	Rarely cooperative	Usually cooperative	Always cooperative	2
Job completion	Does not get the job done and is off task	Needs a reminder or help to get the job done.	Gets the job done	Gets the job done quietly and quickly	2

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Conclusion	Arrives at the conclusion only with the support of the teacher	Sometimes, arrives at the conclusion	Most of the time, arrives at the conclusion	Always, arrives at the conclusion	2
Treatment of materials	Damages all the materials	Treats few materials with care.	Treats most materials with care	Always treats materials with care .	2
Total					10

Team work Rubric

Skills	Parameters				Maximum Marks
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Helping / Sharing: The teacher observed the students offering assistance to each other & sharing their ideas/ findings	None of the time	Some of the time	Most of the time	All of the time	2
Listening: The teacher observed students working from each others' ideas	None of the time	Some of the time	Most of the time	All of the time	2
Participating: Te teacher observed each student contributing to the project	None of the time	Some of the time	Most of the time	All of the time	2
Persuading: the teacher observed the students exchanging, defending and rethinking ideas.	None of the time	Some of the time	Most of the time	All of the time	2
Questioning: The teacher observed the students interacting, discussing and posing questions to all members of the team.	None of the time	Some of the time	Most of the time	All of the time	2
Total					10

Research Rubric

Criteria	Parameters				MAXIMUM MARKS
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Introduction/ Topic	Questions or problems are teacher generated	Requires prompts to generate questions or problems.	Generates questions or problems.	Properly generated questions or problems around a topic.	3
Conclusions reached	A conclusion is made from the evidence offered.	Some detailed conclusions are reached from the evidence offered.	Several detailed conclusions are reached from evidence offered.	Numerous detailed conclusions are reached from the evidence offered.	2
Information gathering	Information is lifted from NET only.	Information is gathered from limited sources.	Information is gathered from multiple sources.	Information is gathered from multiple sources and cited properly.	3

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Summary Paragraph	Weakly organized.	Organized but lacks sequencing.	Well organized with illogical sequencing.	Well organized with logical sequencing.	2
Total					10

Presentation Rubric

Criteria	Parameters				MAXIMUM MARKS
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Organization	No sequence of information	Student jumps around	Logical sequence which audience can follow	Logical, interesting sequence which audience can follow.	2
Content knowledge	Student cannot answer questions about subject.	Able to answer only rudimentary questions	Student is at ease with content, but fails to elaborate.	Student demonstrates full knowledge with explanations.	3
Visuals	Student uses no visuals	Student occasionally uses visuals	Visuals related to text and presentation.	Student used visuals to reinforce screen text and presentation.	2
Delivery	Student mumbles, incorrectly pronounces terms and speaks too quietly to hear	Student incorrectly pronounces terms. Audience has difficulty hearing presentation.	Student's voice is clear. Student pronounces most words correctly.	Student use a clear voice and correct, precise pronunciations of terms.	3
Total					10

HINDI

विधिबुचक निर्देश Rubric १. पाठ विवाद Debate

समूह/नाम	आत्म विश्वास अंक ४		मौलिकता अंक ४		अभिव्यक्ति अंक ४		भाषा अंक ४		तार्किकता अंक ४		कुलांक २०÷२ 10
	वक्ता/श्रोता संर्पक	भाव भंगिमा	कल्पना	विचारों की विविधता	तथ्य से मेल	संवाद निरूपण	शब्द चयन	वाक्य विन्यास	विश्लेषण क्षमता	तात्कालिक बुद्धि	

२. पदिचर्चा / बातचीत conversation/ Discussion

समूह/नाम	सहभागिता की भावना अंक ४		तत्परता अंक ४		तर्क क्षमता प्रासंगिकता अंक ४		भाषा प्रयोग अंक ४		समग्र प्रस्तुति अंक ४	कुलांक २०÷२ 10
	दृढता पूर्वक कहना	सामूहिक सहयोग	विषय बोध	अभिव्यक्ति	पक्ष	विवक्ष	शब्द चयन	वाक्य विन्यास		

आशु भाषण Declamation

समूह/ नाम	आत्म विश्वास अंक ४		भाषा में निरंतरता अंक ४		अभिव्यक्ति अंक ४		स्पष्टता अंक ४		विषय की समझ अंक ४		कुलांक २०÷२ १०
	वक्ता/ श्रोता सर्प क	दृढता	धारा प्रवाहता	व्याकरण शुद्धता	हाव भाव	सहजता	विचारों में कम वद्धता	उच्चारण	सही पकड़	सभी विंदुओं का समावेश	

कहानी सुनाना / लेखन ४. Story telling/ Writing

समूह/ नाम	कथावस्तु अंक ४	मौलिकता अंक ४	कमवद्धता अंक ४	भाषा अंक ४	संदेश अंक ४	कुलांक २०÷२ १०

भित्ति पत्रिका Wall Magazine

समूह/ नाम	शोध/अभियन अंक ४	संकलन/संयोजन अंक ४	भाषा अंक ४	प्रस्तुतीकरण/ले आउट अंक ४	समग्र प्रस्तुति अंक ४	कुलांक २०÷२ १०

दृश्यात्मक चित्र वर्णन / अवलोकन Visualization / Observation

समूह/ नाम	वस्तुओं को पहचानना अंक ४	घटनाओं का वस्तुओं स संबंध अंक ४	घटनाकम कल्पना अंक ४	घटनाओंका विकास/ले तारतम्य अंक ४	भाषा सौष्टव/ले वक्तृत्व कला अंक ४	कुलांक २०÷२ १०

काव्य पाठन Recitation

समूह/ नाम	स्मरण शक्ति अंक ४		उच्चारण अंक ४		आत्म विश्वास अंक ४		प्रस्तुतीकरण अंक ४		समग्र प्रस्तुति अंक ४	कुलांक २०÷२ १०
	प्रत्या स्मरण	पुनरावृत्ति	गति/ले लहजा/ले	बलाघात	श्रोता संपर्क	भाग भंगिमा	लय सुर	अनुतान/ले वितान/ले लहजा/ले		

कवि सम्मेलन / अंत्याक्षरी / मुशायरा Poetic gathering/ symposium

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समूह/ नाम	पुनरावृत्ति <input type="checkbox"/> चयन <input type="checkbox"/> प्रत्यास्मरण अंक ४	भाषा की स्पष्टता अंक ४	आत्म विश्वास <input type="checkbox"/> कंठस्थिकरण अंक ४	हाव भाव अंक ४	समग्र प्रस्तुति अंक ४	कुलांक २०÷२ <input type="checkbox"/> १०

९. गद्य पद्य लेखन **Prose poetry writing**

समूह/ नाम	मौलिकता <input type="checkbox"/> कल्पना अंक ४	विषय अनुरूपता अंक ४	भाषा सौष्टव अंक ४	शब्द चित्र या सटीकरता अंक ४	समग्र प्रस्तुति अंक ४	कुलांक २०÷२ <input type="checkbox"/> १०

पाठ्य पॉइन्ट प्रस्तुतीकरण **10 Presentation on computer (use of ICT)**

समूह/ नाम	अनुसंधान अंक ४	दृश्य <input type="checkbox"/> श्रव्य <input type="checkbox"/> मूलाइड अंक ४	शब्द <input type="checkbox"/> ग्राफिक्स ध्वनि संयोजन अंक ४	विषय वस्तु की अनुकूलता अंक ४	समग्र प्रस्तुति अंक ४	कुलांक २०÷२ <input type="checkbox"/> १०

परियोजना कार्य **11. Project work**

समूह/ नाम	डिजाइनिंग अंक ४	सामग्री चयन <input type="checkbox"/> अनुसंधान अंक ४	सामूहिक सहयोग अंक ४	भाषा सौष्टव अंक ४	समग्र प्रस्तुति अंक ४	कुलांक २०÷२ <input type="checkbox"/> १०

अनुभव लेखन **12. Experiences**

समूह/ नाम	विषयानुरूपता अंक ४	मौलिकता अंक ४	विचार प्रवाह अंक ४	भाषा प्रयोग अंक ४	चित्रात्मक वर्णन अंक ४	कुलांक २०÷२ <input type="checkbox"/> १०

भाषात्काव **13. Interview**

समूह/ नाम	पूछने की शैली भाव भंगिमा अंक ५	भाषा प्रयोग अंक ५	वाक्य विन्यास स्पष्टता अंक ५	शोध प्रश्नों की गंभीरता अंक ५	कुलांक २०÷२ <input type="checkbox"/> १०	टिप्पणी

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प्रदत्त कार्य 14. Assignment

समूह/ नाम	स्रोत शोध डुंडना अंक ५	बताना समझाना बोलना अंक ५	आई . टी का भाषा में प्रयोग अंक ५	भाषा के विभिन्न पहलू अंक ५	कुलांक २०÷२ १०	टिप्पणी

प्रायोगिक / व्यावहारिक कार्य 15. Practical Work

समूह/ नाम	व्यवस्था में सहयोग अंक ५	आपसी संबंध अंक ५	शैक्षिक भ्रमण में भाषा प्रयोग अंक ५	मौखिक या लिखित अभिव्यक्ति अंक ५	कुलांक २०÷२ १०	टिप्पणी

पहेली / प्रश्नोत्तरी / पूछताछ 16 Quiz

समूह/ नाम	शोध डुंडना अंक ५	पुछने की शैली स्पष्टता अंक ५	भाषा शब्द प्रयोग अंक ५	विषयानुरूप पाठानुरूप अंक ५	कुलांक २०÷२ १०	टिप्पणी

नाट्य रचनांतरण / भूमिका निर्वहन / अभिनय 17. Dramatization / Role play / Acting

समूह/ नाम	कल्पना शक्ति अंक ५	संवादों की अदायगी अंक ५	अभिनय आंगिकवाचिककायिक अंक ५	भाषा प्रयोग अंक ५	कुलांक २०÷२ १०	टिप्पणी

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English

CLASS PARTICIPATION RUBRIC

Criteria	Parameters				MAXIMUM MARKS
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Attendance/promptness	Student often late & irregular in class	Sometimes irregular in class	Usually regular in class	Always prompt and regular in class	2
Level of engagement in class	Never contributes to class by offering ideas and asking questions	Rarely contributes to class by offering ideas & asking questions	Sometimes contributes to class by offering ideas and asking questions.	Often contributes to class by offering ideas and asking questions	2
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Total					10

Homework Rubric

Criteria	Parameters				MAXIMUM MARKS
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Assignment completeness	Very few items attempted	Half of the items attempted	Most of the items attempted	All items attempted	2
Accuracy	Very few assignments are correct	Some assignments are correct.	Most of the assignments are correct	All assignments are correct	2
Demonstrated knowledge	Response shows a complete lack of understanding	Response shows some understanding of concept	Shows substantial understanding of concept	Shows complete understanding of concept	2
Legibility	Writing not legible	Writing not legible in places	Marginally legible handwriting	Legible handwriting	2
Timely submission	Never submitted on time	Rarely submitted on time	Usually submitted on time.	Always submitted on time.	2
Total					10

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NOTEBOOK MAINTENANCE RUBRIC

Criteria	Parameters				MAXIMUM MARKS
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
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PRESENTATION	VERY DISORGANIZED	Below satisfactory condition	Satisfactory condition	Overall notebook is kept very neat	3
Total					10

Team work Rubric

Skills	Parameters				Maximum Marks
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Helping / Sharing: The teacher observed the students offering assistance to each other & sharing their ideas/ findings	None of the time	Some of the time	Most of the time	All of the time	2
Listening: The teacher observed students working from each others' ideas	None of the time	Some of the time	Most of the time	All of the time	2
Participating: The teacher observed each student contributing to the project	None of the time	Some of the time	Most of the time	All of the time	2
Persuading: the teacher observed the students exchanging, defending and rethinking ideas.	None of the time	Some of the time	Most of the time	All of the time	2
Questioning: The teacher observed the students interacting, discussing and posing questions to all members of the team.	None of the time	Some of the time	Most of the time	All of the time	2
Total					10

Oral assessment Rubric

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Skills	Parameters				Maximum Marks
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Participation: The teacher observed the student is the active participant and raise questions	None of the time	Some of the time	Most of the time	All of the time	2
Response: The teacher observed that the student gives response to questions asked by him/ her.	None of the time	Some of the time	Most of the time	All of the time	2
Correct knowledge: The teacher observed that the student's answer/ response is correct.	None of the time	Some of the time	Most of the time	All of the time	4
Confidence/ expression: The teacher observed the student is able to express knowledge gained.	None of the time	Some of the time	Most of the time	All of the time	2
Total					10

1. DEBATE:

Student / group	Self confidence marks:4		Originality Marks:4		Self expression Marks: 4		Language Marks:4		Logic Marks:4		Total Marks 20+2=10
	Audience rapport	Body language	Arguments	Clarity of thought	Coherence and cogency	Ability to convince	Vocabulary	Syntax	Analytical ability	Spontaneity	

2. CONVERSATION/ DISCUSSION:

Student / group	Group spirit marks:4		Readiness Marks:4		Logical presentation of ideas Marks: 4		Language usage Marks:4		Overall presentation Marks:4		Total Marks 20+2=10
	Confidence	Group Coordination	Subject Knowledge	Self Expression	For	Against	Vocabulary	Syntax			

3. DECLAMATION

Student / group	SELF CONFIDENCE Marks:4		Consistency Marks:4		Expression Marks: 4		Clarity Marks:4		Understanding of topic Marks:4		Total Marks 20+2=10
	Audience Rapport	Conviction	Language flow	Correct use of grammar	Coherence	Cogency	Sequential thinking	Pronunciation	Grasp	Essence of topic	

4. Story - Telling / Writing

Student / group	Subject/ content Marks:4	Originality Marks:4	Sequential Presentation Marks: 4		Language Marks:4	Message Marks:4	Total Marks 20+2=10

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5. WALL MAGAZINE/CHART:

Student / Group	Research Marks:4	Collation Marks:4	Language Marks:4	Presentation Marks:4	Overall Presentation Marks:4	Total Marks 20+2=10

6. RECITATION

Student / group	Memorization Marks:4		Pronunciation Marks:4		Self Confidence Marks: 4		Presentation Marks:4		Overall Presentation Marks:4	Total Marks 20+2=10
	Recall	Repetition	Expression	Intonation	Audience connection	Body language	Rhythm	Voice modulation		

7. PROSE/ POETRY WRITING

Student / group	Originality Marks:4	Topic appropriateness Marks:4	Richness of Language Marks:4	Imagery Marks:4	Overall Presentation Marks:4	Total Marks 20+2=10

8. POWERPOINT PRESENTATION:

Student / Group	Research Marks:4	Audio-Visual (slides) Marks:4	Graphics & Sound Control Marks:4	Relevance to Topic Marks:4	Overall Presentation Marks:4	Total Marks 20+2=10

9. PROJECT WORK:

Student / Group	Design and Layout Marks:4	Selection of Material / Research Marks:4	Group Work Marks:4	Richness of Language Marks:4	Overall Presentation Marks:4	Total Marks 20+2=10

10. CREATIVE WRITING/ DIARY ENTRY/BOOK REVIEW/ REPORT WRITING

Student / Group	Relevance to topic Marks:4	Originality and freshness of ideas Marks:4	Visualization and imagination Marks:4	Language Marks:4	Use of literary Marks:4	Total marks 20+2=10

11. INTERVIEW/ SURVEY

Student / Group	Questioning skill and body language Marks: 5	Language and syntax Marks: 5	Communicative skills Marks 5	Subject research Marks:5	Total marks 20+2=10	Remarks

12.. ASSIGNMENTS (WRITTEN / ORAL)

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Student / Group	Research and application Marks: 5	Expression & aspects of language Marks :5	Use of it Marks :5	Knowledge & understanding Marks :5	Total marks 20÷2=10	Remarks

13. PRACTICAL WORK

Student / Group	Cooperation Marks:5	Interaction within the group Marks:5	Originality Marks:5	Oral & written expression Marks:5	Total marks 20÷2=10	Remarks

14. QUIZ:

Student / Group	Research Marks:5	Questioning & listening skills Marks:5	Language Marks: 5	Relevance to topic Marks:5	Total marks 20÷2=10	Remarks

15. DRAMATIZATION / ROLE PLAY

Student / Group	VISUALIZATION Marks:5	DIALOGUE DELIVERY Marks:5	ACTING SKILLS Marks:5	LANGUAGE Marks:5	Total Marks 20÷2=10	REMARKS

Subject: Mathematics

CLASS PARTICIPATION RUBRIC

Criteria	Parameters				MAXIMUM MARKS
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Attendance/ promptness	Student often late & irregular in class	Sometimes irregular in class	Usually regular in class	Always prompt and regular in class	2
Level of engagement in class	Never contributes to class by offering ideas and asking questions	Rarely contributes to class by offering ideas & asking questions	Sometimes contributes to class by offering ideas and asking questions.	Often contributes to class by offering ideas and asking questions	2
Listening skills	Does not listen when others talk, often interrupts when others speak	Does not listen when others talk	Listens when others talk	Listens when others talk, and incorporates the ideas of others	2
Behaviour	Almost always displays upsetting behaviour during class	Occasionally displays upsetting behaviour	Rarely displays upsetting behaviour	Almost never displays upsetting	2

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				behaviour during class	
Preparation	Never prepared for class assignments	Rarely prepared for class assignments	Usually prepared for assignments	Always prepared class assignments	2
Total					10

Homework Rubric

Criteria	Parameters				MAXIMUM MARKS
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Assignment completeness	Very few items attempted	Half of the items attempted	Most of the items attempted	All items attempted	2
Accuracy	Very few assignments are correct	Some assignments are correct.	Most of the assignments are correct	All assignments are correct	2
Demonstrated knowledge	Response shows a complete lack of understanding	Response shows some understanding of concept	Shows substantial understanding of concept	Shows complete understanding of concept	2
Legibility	Writing not legible	Writing not legible in places	Marginally legible handwriting	Legible handwriting	2
Timely submission	Never submitted on time	Rarely submitted on time	Usually submitted on time.	Always submitted on time.	2
Total					10

NOTEBOOK MAINTENANCE RUBRIC

Criteria	Parameters				MAXIMUM MARKS
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
TABLE OF CONTENTS	NO TABLE OF CONTENTS	INCOMPLETE TABLE OF CONTENTS	Included with page numbers	A neat table of contents with date and page numbers	2
CONTENT	MANY SECTIONS OF THE NOTEBOOK ARE MISSING	SOME SECTIONS OF THE NOTEBOOK ARE MISSING	One section of the notebook is missing	No sections. Of the notebook are missing	2
ORGANIZATION	ASSIGNMENTS IN A LOGICAL SEQUENCE	SOME ASSIGNMENTS ARE NOT IN A	One or two assignments are not in a logical sequence	All assignments are kept in a logical sequence	3

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PRESENTATION	VERY DISORGANIZED	Below satisfactory condition	Satisfactory condition	Overall notebook is kept very neat	3
Total					10

Activities Rubric

Criteria	Parameters				Maximum Marks
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Following directions	Follows directions when teacher calls his name	Follows directions with a reminder	Follows directions	Follows directions immediately	2
Cooperation with others	Never cooperative	Rarely cooperative	Usually cooperative	Always cooperative	2
Job completion	Does not get the job done and is off task	Needs a reminder or help to get the job done.	Gets the job done	Gets the job done quietly and quickly	2
Conclusion	Arrives at the conclusion only with the support of the teacher	Sometimes, arrives at the conclusion	Most of the time, arrives at the conclusion	Always, arrives at the conclusion	2
Treatment of materials	Damages all the materials	Treats few materials with care.	Treats most materials with care	Always treats materials with care .	2
Total					10

Team work Rubric

Skills	Parameters				Maximum Marks
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Helping / Sharing: The teacher observed the students offering assistance to each other & sharing their ideas/ findings	None of the time	Some of the time	Most of the time	All of the time	2
Listening: The teacher observed students working from each others' ideas	None of the time	Some of the time	Most of the time	All of the time	2
Participating: Te teacher observed each student contributing to the project	None of the time	Some of the time	Most of the time	All of the time	2
Persuading: the teacher observed the students exchanging, defending and rethinking ideas.	None of the time	Some of the time	Most of the time	All of the time	2
Questioning: The teacher observed the students interacting, discussing and posing questions to all members of the team.	None of the time	Some of the time	Most of the time	All of the time	2
Total					10

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PowerPoint Presentation Rubric

Criteria	Parameters				MAXIMUM MARKS
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Organization	No sequence of information	Student jumps around	Logical sequence which audience can follow	Logical, interesting sequence which audience can follow.	2
Content knowledge	Student cannot answer questions about subject.	Able to answer only rudimentary questions	Student is at ease with content, but fails to elaborate.	Student demonstrates full knowledge with explanations.	2
Visuals	Student uses no visuals	Student occasionally uses visuals	Visuals related to text and presentation.	Student used visuals to reinforce screen text and presentation.	2
Information Gathering	Information is lifted from NET only.	Information is gathered from limited sources.	Information is gathered from multiple sources.	Information is gathered from multiple sources and cited properly .	2
Overall Presentation	Not expressive	Expressive but lacks sequencing	Well organized with illogical sequencing	Well organized, very impressive and expressive	2
Total					10

Oral assessment Rubric

Skills	Parameters				Maximum Marks
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Participation: The teacher observed the student is the active participant and raise questions	None of the time	Some of the time	Most of the time	All of the time	2
Response: The teacher observed that the student gives response to questions asked by him/ her.	None of the time	Some of the time	Most of the time	All of the time	2
Correct knowledge: The teacher observed that the student's answer/ response is correct.	None of the time	Some of the time	Most of the time	All of the time	4
Confidence/ expression: The teacher observed the student is able to express knowledge gained.	None of the time	Some of the time	Most of the time	All of the time	2
Total					10

2.11 Examination Policy 2020- 2021

Invigilation:

- Each exam session will have a designated invigilator in charge. The candidates are arranged in desk order according to seating plan. Candidates pass the room layout plan on notice board.
- Once Candidate sit in class room, silence should be maintained
- The invigilator will check attendance according to the seating plan prepared by the Exams Officer.
- Clocks and notices need to be checked and the information board for candidates completed clearly, with a check made that this is visible and clear for all.
- School regulations must be adhered to throughout the time of the examination. These are clearly set down in the 'Instruction folio'. Invigilators should familiarize themselves with this before any examination
- Invigilators must not take work into the exam room, but give full attention to the conduct of the exam
- It is the responsibility of the reliever to relieve the invigilator to relieve invigilator half way through the 20 minutes break.

INSTRUCTION FOLIO For smooth conduction of Examination 2020-21

1. During Examination all the teachers to synchronize their wrist watches with school clock (in office). Wrist watch is must for all.
2. During Examination Reporting Time decided by the exam authority must be followed by all teachers. Late comer teachers will report in principal office.
3. All the teachers to reach their respective examination duty room, soon after they mark their attendance and must ensure that the students are ready for exam.
4. After checking the students' particulars in the appropriate columns the main invigilator will sign the answer sheets at the pre-assigned space only.
5. Invigilator will thoroughly check/tally ans. Script with the ques. papers. No ques. Should be left.
6. No student should put any identification mark on the answer sheet.
7. Extra sheets can be provided to the students after checking that the child has utilized the previous sheet properly and fully.
8. Invigilators will make sure that the students are not using any unfair means during the exam.
9. Invigilators are not supposed to carry any Mobile Phone or take tea, sitting on desks or teachers should not stand in corners or near the walls only.
10. No invigilator should leave the examination hall for small matters like bringing threads/graph papers/maps/supplementary sheets etc.
11. Invigilators hold the responsibility for any type of discrepancy found in the number of answer sheets.
12. All invigilators must sign in full at specified place only.
13. All the teachers concerned are requested to join hands in hands for the successful conduction of the examination.

Note: If any teacher is caught not following the above-mentioned instructions /timings strictly would be marked on leave for that day and would be asked to give explanation in writing.

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2.12 WELLNESS ACTIVITIES

Name of the activities planned for Well-being of pupils

Month	Type of Activity	Learning objective	Target group
June	Yoga day celebration	Increase interest in yoga	1 to 10
November	Volley ball tournament	Team work	6 to 10
December	Sports day	Increase sportsmanship	1 to 10
January	Tracking	Increase confidence level	10
April	Swachhta Abhiyan	Cleanliness	9

2.13 COMMUNITY OUTREACH

Name of the community activities planned

Following is given the list of community outreach programs performed

MONTH/WEEK	ACTIVITY/PROJECT	OBJECTIVE	NO. OF STUDENTS	CLASS(ES)
April 2020 3rd Friday	Earth Day Tree Plantation	To Motivate the society to plant more trees to protect our environment	53	x
April 2020 4th Friday	Celebration of Labor Day	To inculcate the importance of hard work and determination among students	With whole school	All the classes
July 4TH WEEK	Parents day	To inculcate the importance of Parents among students	With whole school	All the classes
August	Visit to slum areas	To help the Suffering people	79	IX
October	Swachh Bharat	To arrange a cleaning drive in school and city	School staff Students Parents	VI TO X

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November	Visit to Hospitals	To teach students to take care of patients	TWO STAFF AND 80 STUDENTS	VIII
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2.14 COORDINATION WITH STAKEHOLDERS

Inter- personal relationship with stakeholders

Stakeholders	Methods of Communication	Ways of Involvement
Parents	<ul style="list-style-type: none"> ❖ Social Media ❖ Print Media ❖ Calling ❖ SMS 	<ul style="list-style-type: none"> ❖ Parent's Meeting ❖ Parent's Orientation Programs ❖ Activities
Teaching Staff	<ul style="list-style-type: none"> ❖ Print Media ❖ Social Media ❖ Meetings 	<ul style="list-style-type: none"> ❖ Personal Meetings ❖ Teacher Training Workshops
Other Staff	<ul style="list-style-type: none"> ❖ Meetings ❖ Circulars 	<ul style="list-style-type: none"> ❖ Activities
School Managing Committee	<ul style="list-style-type: none"> ❖ Meetings & Circulars ❖ Weekly Meetings with Staff 	<ul style="list-style-type: none"> ❖ Guidance and Controlling
Board	<ul style="list-style-type: none"> ❖ Regular CBSE Circulars 	<ul style="list-style-type: none"> ❖ Application of Rules and Regulations Updated On CBSE ❖ Website
Media	<ul style="list-style-type: none"> ❖ News Papers ❖ Social Media 	<ul style="list-style-type: none"> ❖ Achievements and Activities published in newspapers and ❖ updated on school's Facebook page

2.15 INSTITUTIONAL GOALS

Inter- personal relationship with stakeholders

Annual Goals	<ul style="list-style-type: none"> • Goals set by CBSE board will be tried to be achieved e.g. Directing the entire focus of all the school activities towards the school's learning processes. • Promoting innovative pedagogy. • Ensuring joyful learning at all levels • Ensuring proper in-house training of teachers
Strategies	<ul style="list-style-type: none"> • Previously set strategies will be continued although wherever need felt, • innovative strategies according to situations will also be introduced.
Long Term Goal	<ul style="list-style-type: none"> • Leading, guiding and supporting the teaching and learning processes. • Ensuring school's specific resources for teaching and learning.

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Strategies	<ul style="list-style-type: none"> The best strategies ever used by any institution will be used. Extra remedial classes to improve academic performance School resources will be developed
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2.16 DOCUMENTATIONS

For proper working and for the purpose of record of their activities each and every department of our school is maintaining records on registers. The department wise list of documents is attached here with.

List of files and registers to be maintained in Admin department							
	Security	Staff Clerk	Transport Manager	Principal	Library	LABS	ADMIN
1	NAME OF THE DOCUMENT	NAME OF THE DOCUMENT	NAME OF THE DOCUMENT	NAME OF THE DOCUMENT	NAME OF THE DOCUMENT	NAME OF THE DOCUMENT	NAME OF THE DOCUMENT
2	Visitor Register	Staff leave Application File	Transport Maintenance Register	Teaching staff Circular Register	Accession Register	Accession Register	School Infra file
3	Bus Movement Register	Leave record File	Bus route File	OFFICE Staff Circular Register	Stock Register	Stock Register	Electricity bill file
4	News Paper Register	Teacher's Personal file	Student List file	Admission Withdrawal Register	Teachers Books Issue Register	Teachers LAB ENTRY Register	RO system file
5		Security Personal file		Policy file	Students Books Issued Register	Students LAB ENTRY Register	Quotation file
6		Housekeeping Personal file		Agreement file	Magazines Record Register	Material record	Material inward Register
7		CBSE Correspondence Cum circular file		CBSE affiliation File	Newspaper Record Register	LAB bills and Lists Record	Material outward Register
8		Transfer Certificate Register		Government Regulations file	Text Book Record Register	Teacher Resource Register	Electricity register
9		DEO Correspondence		Staff appraisal Register	Library Books bills and Lists Record		Photocopier Consumption register

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10		General Correspondence File		School Documentation Master File	Students Magazines Record		School Health Record file
11		Staff attendance Register Key			Teacher Resource Register		
12		Courier inward Register					
13		Courier outward Register					
14		Repair and Maintenance Register					
15		Staff early leaving Cum staff Movement Register					
16		Visitor register					

3. MAJOR CONCERNS AND ACTIONS NEEDED

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Major Concern 1: DEVELOP STUDENTS TO BE ACTIVE LEARNERS						
Aims at	Approaches	Success outcome	Methods of evaluation	Time	In – charge	Resources needed
Enhance students learning skills and motivation	Review the quality of curricula and assessment, homework and sub-enrichment activity Well-designed lesson plans	Subject contents, teaching materials, homework and assessments are redesigned for the ac2019-20	Regular monitoring of lesson plans Observation of the lesson Open house, Cultural activity	Whole academic year 2019-20	School Curriculum team Principal Cultural Head	-
	Provide enhancement programmes to strengthen students' academic abilities 1.Homework guidance to students 2. Remedial class for core subjects 3.Subject based academic support	1.85% or above students do not receive demerit for homework non-submission. 2. students show improvement in learning 3. students show improvement in tests and examinations	1. students' performance in learning, tests and examination 2. record of homework non-submission	Whole academic year 2019-20	Academic head Principal	Resource person
Strengthen teachers' professional development to engage students in active learning	1. Subject level -to develop teaching and learning strategies 2. Making use of ICT to engage students in learning 3.learning experience outside the school 4. taking help of HOL resources to enhance quality	1.Teaching strategies are applied at subject level. 2.Students show improvement in learning 3. At least one learning activity organised outside school	Evaluation meetings	Whole academic year 2019-20	Subject teachers Principal	Resource persons
Major Concern 2 : RAISING ENGLISH LANGUAGE PROFICIENCY of the students						
Enhance students' English proficiency	Strengthen the reading and writing skills of class 1 & 2	. positive feedback from English Language teacher. . Students show improvement in reading & writing	. Evaluation meetings. Students' performance in class work and examinations	. Whole school Year	. English Language teacher	. Support from Language Teachers

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	Implement cross-curricular reading activities to widen students' exposure to English	<ul style="list-style-type: none"> . Feedback from teachers . satisfactory performance of students' in the reading programmes 	<ul style="list-style-type: none"> . Evaluation meetings . Students' performance in reading programmes and activities 	<ul style="list-style-type: none"> . Whole School Year 	<ul style="list-style-type: none"> . English Language Teachers . School Cultural Team . Art & Literary Club . School Library 	<ul style="list-style-type: none"> . Prizes . Library assistant . Student helpers
	Create an English text-rich environment <ul style="list-style-type: none"> - In the classroom - Around campus 	<ul style="list-style-type: none"> . A Literary Club is set up in School, they work towards giving platform for English .. Majority of the boards & display boards around are in English . spoken English syllabus developed for class 1 to 5 	<ul style="list-style-type: none"> . Evaluation meetings 	<ul style="list-style-type: none"> Whole School Year 	<ul style="list-style-type: none"> . English Language Teachers . Extra-curricular Activities and Services . School Library 	<ul style="list-style-type: none"> . Teaching assistants . Student helpers
	Use English as the main language for school events	<ul style="list-style-type: none"> . School events are conducted in English 	<ul style="list-style-type: none"> . Evaluation meetings 		<ul style="list-style-type: none"> . Related functional units 	<ul style="list-style-type: none"> School Morning Assembly
	<ul style="list-style-type: none"> . Encourage students to participate in English activity and competitions 	<ul style="list-style-type: none"> . 90 % of participate in literary club activity 	<ul style="list-style-type: none"> . Evaluation meetings . Records of student participation in English activities and competition 	<ul style="list-style-type: none"> . Whole School Year 	<ul style="list-style-type: none"> Literary club teachers 	<ul style="list-style-type: none"> Literature club committee . Student council . Club Council . Prizes

Major Concern 3. CULTIVATE VALUES AND SELF DISCIPLINE AMONG STUDENTS

	Provide systematic career and life planning programmes across all levels to help students explore and discover their purpose in life	Programmes are held as scheduled Feedback from teachers and students is positive	Feedback from parents and teachers	Whole school year	Resource person Extracurricular team Moral and value education teacher	NGO
	Enhance students caring spirit towards others and community Provide service learning with a heart to serve others	Caring spirit is incorporated into students teaching Activities are held as planned Positive feedback from parents,	Evaluation meetings	Whole school year	Cultural team	

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		students and teachers				
	Meditation and Yoga	Students are peaceful and focused	Feedback	Whole school year	Principal Yoga teacher	

3.2 MONITORING SCHEDULE OF ANNUAL PEDAGOGICAL PLAN(Record will be maintained in below format for the implementing the APP

Class-wise and Subject-wise: Art integration, innovative pedagogies, co-scholastic activities

CLASS	CLASSES VISITED	FINDINGS/F EEDBACK	AREAS OF IMPROVEMENT	PLAN OF ACTION /RECOMMENDATIONS
Class I				
CLASS II				
CLASS III				
CLASS IV				
CLASS V				
CLASS VI				
CLASS VII				
CLASS VIII				
CLASS IX				
CLASS X				

Annexure No.	Name
1	Time tables
2	Details of improvement classes
3	School improvement plan
4	Annual Academic Calendar
5	Annual Activity Plan
6	Annual Sports Calendar

Guidelines for Implementation of the Plan

- ✓ Ensure grade wise, subject wise and unit wise detailing of the innovative pedagogy to be
- ✓ used through preparation of structured lesson plans.
- ✓ Develop content related to art, sport and ICT with education, with the help of concerned teachers as well as Art, Sports and ICT teachers.
- ✓ Ensure dissemination of plan to all teachers and all concerned by June every year.
- ✓ Ensure proper implementation of this plan.
- ✓ Monitor the progress at least on a monthly basis.
- ✓ Reach out to the Board for any training needs.
- ✓ Maintain records of the preparation of the plan, and the progress in the implementation.

JOHN XXIII SCHOOL, VIRAR W.