

Dear Parents/ Guardians,

Please note the following points:-

1. **Punctuality:** Parents please note that, your ward reaches the School on time before the warning bell. Late comers may need to go back home.
2. Parents please make sure that, your ward brings Tiffin boxes, books, writing materials etc...along with him/her. Any kind of materials brought later to reach the child will not be accepted and you are requested not to force any Peons /Ayas to reach the materials to the class. Any kind of misbehavior and the use of vulgar languages by the parents / Guardians are not encouraged with any of the staff members of the School.
3. All the students are to reach the school in prescribed school uniform. Students who violate the dress code need to be paid a fine of ₹50/-.
4. Parents who have not enrolled their wards after promotion to higher class paying annual fee, tuition fee, exam fee in the month of April & May have to pay a fine of ₹ 300/- when they enroll in the later months.
5. Parents those who wish to apply for the T.C are requested to place application before 25th May 2013.
6. Parents are requested to submit ₹140/- to the class teacher along with filled ID form to make the Identity card (2 sets) , one for the student and the other for the parent by 6th May 2013.
7. Parents are once again reminded not to take your ward from the school for any reasons. If a child has got medical check up/blood test let the child be absent from the school for the day. In case of any emergency child is allowed to go home. (Ref. Cir.16 /2012dated 5/3/2013).
8. Parents of LKG to Cl. VIII & XI-XII are requested to pay ₹360/- (30 x 12 =360/) to the class teacher as Smart Class fee from 8th to 14th May 2013. All classes of IX & X are made Smart Classes for the better learning of students. Therefore the fee for Class IXABC & XABC is ₹500/-(50 x 10 =500). Any child of Cl.IX & X are found destroying the materials of Smart Class will be fined ₹2000/-.
9. **Summer Holidays:** Summer vacation starts from Saturday 18th May 2013 to 23rd June 2013. All students will be sufficiently assigned holiday home work, tasks and projects in different subjects. All students shall complete the task during the holidays.

10. Re-opening of the School on 24th June 2013: After the Summer Vacation classes will be resumed from Monday 24/6/2013. It is compulsory for all students to be present on 24th June 2013.

School Timing

Cl. I – VII – 7:50 a.m. – 1:45 p.m.

Cl. VIII – X – 7:50 a.m. - 2:00 p.m.

Cl. XI – XII – 7:50 a.m. – 1:20 p.m.

LKG & UKG – 8:20 a.m. – 1:20 p.m.

Saturday

Cl. I – VII – 7:50 a.m. - 12:20 p.m.

Cl. VIII – XII – 7:50 a.m. – 12:30 p.m.

LKG & UKG – 8:20 a.m. – 12:00 noon

11. CBSE Board results of Cl. X & XII : The result will be displayed on the Notice Board. The mark sheet & Migration certificate will be issued to the Parents/students after its arrival from CBSE regional Office Patna. An authorization letter is to be produced to collect the certificates of any other student.

12. Admission to cl. XI on 29th June 2013 . Time – 8:00 a.m. – 12 00 noon.

Students of St. Joseph’s School, NTPC will be admitted to Plus Two (Class XI) based on the merit list of the CBSE Board Exam on 29th June 2013. The students should obtain 80% marks in **English, Science and Mathematics** to take admission. Character and discipline will be given more weightage for the admission.

13. Fee deposit for June 2013

LKG & UKG 24/6/2013

I-II 25/6/2013

III-IV 26/6/2013

V-VI,VII 27/6/2013

VIII,IX 28/6/2013

X,XII 29/6/2013

14. Parents whose wards are presently in Cl. IX are requested to take notice of the following points by CBSE for the promotion to Cl.X

- ❖ The year-end subject wise grade of a student in class IX is to be calculated on the basis of performance in all formative assessments and summative assessments in scholastic areas as well as grades obtained in co-scholastic areas.
- ❖ In scholastic areas, all the five main subjects i.e. two languages (with highest marks), Mathematics, Science and Social Science are to be considered at par for promotion purpose.

Promotion to the next class

- ❖ It is mandatory to appear in both Summative Assessments during the academic year.
- ❖ Every student is required to get a qualifying grade D or above in two languages & three main subjects for the purpose of promotion to next class.
- ❖ A student getting E1 or E2 grade in scholastic areas in one or more subjects, even after adding grade points from co-scholastic areas in one or more subjects will have to improve his/her performance in one subsequent attempt (Compartment Exam) to obtain qualifying grade D in these subjects.
- ❖ If a student fails to obtain qualifying grade D in one or more subjects, even after adding grade points from co-scholastic areas and after availing one improvement chance, he/she will be required to repeat the same class during next academic year i.e. a. student must obtain qualifying grade D or above in all the five subjects (two languages & three compulsory subjects)

Improvement Chance

- ❖ After Summative assessment II in class IX, a student will get only one more chance for improvement to obtain a qualifying grade D through Compartment Exam. This is also applicable to those students who are not able to appear in Summative assessment due to sickness etc.
 - a. Parents whose wards are in class **IX, X, XI & XII** are specially requested to meet the subject teachers on Saturdays to know the performance of your ward in the school.

The School Management & Teaching fraternity wishes all the students and parents a very happy, pleasant & fruitful Summer Vacation.

Principal