



**INDIAN SCHOOL SOHAR**  
**PARENT ORIENTATION PROGRAMME**  
**(2019-2020)**  
**CLASSES VI - VIII**

Dear Parents,

*Parents have a major role in bringing up children.*

- *Magic words such as hello, please, you're welcome, I'm sorry and thank you, all begins to be learned at home.*
- *It's also at home that children learn to be honest, to be on time, diligent, show friends their sympathy, as well as show utmost respect for their elders and all teachers.*
- *Home is where they learn to be clean, learn how/where to properly dispose of garbage, to be organized, to take good care of their belongings, and that it's not ok to touch others.*
- *Here at school, we reinforce the education that children receive at home from their parents. Together we prepare them to be good citizens.*

**General Information**

- **It is mandatory to fill the Information Sheets given in the diary ( 1<sup>st</sup> & 2<sup>nd</sup> page) properly and completely submit the information sheet to the Class Teacher on or before 15.04.19.**
- Go through the school diary, for all the rules and regulations very carefully and acknowledge all communication from the teachers.
- Sign the school diary and check the notebooks of your ward regularly, at least once in a week.
- Visitors must fill up the requisite information and sign in the visitor's register kept at the reception and take the visitor's pass. Pass should be returned while going out of the school.
- All visitors must report at the reception. Visitors are not permitted to enter the classrooms, staffrooms or any other area in the school premises.
- Students will not be excused from the school before the end of the school day, unless there is an emergency. Students will only be sent with the parents. Gate pass must be presented to the security guard.
- **The school timing is from 7:40 am to 2:10 pm.** Students are not to arrive prior to 7:30 am and should leave by 2:20 pm as there is no supervision provided before 7:30 am and after 2:20 pm.
- **Prompt pickup is important to ensure your child's safety. The school will not take any responsibility of the student after the school timing.**
- In case the transport is delayed for any reason, children should immediately come and report to the school reception and inform, so that parents can be contacted.
- Parking in neighbouring residential area is strictly prohibited. It may invite ROP complaint and fine.
- **Strictly follow the instructions given in school diary for Uniform details.**
- In case of emergency kindly contact on the school telephone number: 26841885.
- Kindly check the school diary every day, as important days have been mentioned in the diary.
- **Books have to be brought according to the Time-table.**
- All textbooks and note books should be covered with brown paper and labeled properly.
- If your child is absent for a day or two, diary page to be duly filled and signed by the parent. For long leave prior permission from the Supervisor is necessary. **Students are not allowed to stay back after 2:10 pm in school. Also they are not allowed to stay back after Term I and Term II exams. It will be followed strictly.** Parents are requested to make proper transport arrangement for their children, in advance.
- **After periodic Tests I and II regular classes will continue.**
- First Aid Room is located in Block A ground Floor. Students must be advised to avail the facility in case of need.
- Parents should not send their ward to school if he/she is suffering from communicable disease. They should send the child to school only when he/she is medically fit.
- **As per CBSE norms 75% attendance is compulsory for promotion. So kindly avoid taking long leave. A child will be promoted to the next class strictly as per the CBSE criteria.**
- **Kindly attend all the PTMs as per the schedule given in the diary.**
- **Fees should be paid regularly.**

- Fee can now be deposited on line using net banking/mobile banking in Bank Muscat A/c No. 0343-01175965-0031. For late fee, kindly add @ RO 2.000 per month. (if late fee is not paid the whole amount will be shown as outstanding-not paid)
- **Admit cards will be issued before each exam. Admit cards are compulsory for examination.**
- **Duplicate documents can be procured from the school if necessary. Check the school diary for the procedure.**
- If parents want to meet the Principal/Vice principal/ Supervisor/Class Teacher/Subject Teacher, they may do so only on working days **with prior appointment through the receptionist (26841885) one day in advance.**
- **Please give correct mobile number with whatsapp facility and E-mail address to the class teacher to send important information through SMS. Please intimate any change in address or telephone number to the class teacher.**
- **Please check the school website ([www.indianschoolsohar.com](http://www.indianschoolsohar.com)) for latest circulars, notices, photographs etc. Also check the school Facebook page for the latest updates and information.**
- Healthy food should be sent every day in tiffin. **Please avoid sending tiffin, books, pen and other material during school hours as it becomes very difficult to send materials to different classes.**
- To ensure safety and security kindly advice your child to behave in a disciplined manner in bus.
- Parents are advised to teach their children bus manners like inside the bus they should listen to the teachers and drivers for safety.
- **Parents should make sure that the child does not carry mobiles, ornaments or any other fancy items to school (check school diary). If mobile is confiscated it will be returned only after the end of this academic session.**
- Also please advise your child regarding personal hygiene and cleanliness.
- The different clubs in our school are: Eco Club – Green Gyan, Health and Wellness Club – Sanjeevani, Safety Club – Suraksha, Photography Club – Right Click, YCIS – Young Communitarian of Indian Schools in Oman. Encourage your ward to participate in the membership selection of these clubs as and when it is conducted.
- Different activities conducted in the school are given in the school calendar. Please go through the calendar and prepare your ward for the same.
- Parents are welcome to avail counseling facility by fixing an appointment with the school counselor (Dr. Subhadra Prabhu , contact No. 26841885 ext. 123).

### **Information Regarding Discipline**

- ❖ Child should be on time to school. Record of late attendance and improper uniform will be marked in school diary. Each student should wear the ID card given at the beginning of the session daily.
- ❖ School uniform is compulsory at all times. White uniform on Tuesday and Scout and Guide uniform on Thursday. Standard VI students should get their scout and guide uniform ready by the end of April 2019. **(For guides uniform follow the new pattern).**
- ❖ Girls should wear leggings, black with grey and white with white uniform (either full or knee length, not three fourth).
- ❖ No low waist pants allowed for boys.
- ❖ Uniform socks should be of calf-length. Girls should tie their hair properly.
- ❖ On birthday, the child should be dressed up decently and modestly ( Indian dresses) so that the child will be able to carry it throughout the day easily. Kindly avoid high heeled sandals and jewellery.
- ❖ Only small toffees can be sent for distribution on birthday. No cakes and gifts should be sent. Parties are not allowed in school on any day.
- ❖ Students must not bring any material like football, basketball, cricket bat etc. for playing during the P. E period.
- ❖ Students should refrain from damaging any form of school property and littering the school premises.
- ❖ Parents must keep a check on their wards while they use internet, social media and refrain them from indulging too much into social websites.

- ❖ **Students must follow the discipline rules mentioned in the school calendar. Unacceptable behaviour including irregular attendance, academic dishonesty, negligence of homework, disruptive / disrespectful behaviour will result in serious disciplinary action like warning letter/ suspension / imposition of fine / expulsion from the school , as per the severity of the event.**

### Information Regarding Curriculum

- The academic year is divided into two terms: **I Term** (April to September) and **II Term** (October to March).
- **I Term comprises of one Periodic Assessment and a Half-Yearly exam whereas II Term comprises one Periodic Assessment and Yearly exam.**

SUBJECTS	Term I (100 marks) (1 <sup>st</sup> half of the session) 20 marks Periodic Assessment + 80 marks for Half-Yearly Exam		Term II (100 marks) (2 <sup>nd</sup> half of the session) 20 marks Periodic Assessment + 80 marks for Yearly Exam	
ENGLISH HINDI MATHS SCIENCE SOCIAL THIRD- LANGUAGE	PA (20 marks)	Half-Yearly Exam (80 marks)	PA (20 marks)	Yearly Exam (80 marks)

- **Grading scale for scholastic areas:** Final Grades are awarded on a 8- point grading scale(A1,A2,B1,B2,C1,C2,D,E). Marks secured by the students will also be shown in the report card.
- **Co-Scholastic Activities:** It will be graded term-wise on a 3-point grading scale (A=Outstanding, B=Very Good and C=Fair) as per the CBSE norms.
  - (a)Work Education (b) Art Education (Visual & Performing Art) (c) Health and Physical Education
- **Discipline:** The students will also be assessed for the discipline which will be based on the factors like attendance, sincerity, behaviour, values, tidiness, respectfulness for rules and regulations, attitude towards society, nation and others. Grading on Discipline will be done term-wise on a 3-point grading scale (A=Outstanding, B=Very Good and C=Fair)
- Details regarding complete assessment plan for VI to VIII subject wise and class wise will be available shortly on our school website ([www.indianschoolsohar.com](http://www.indianschoolsohar.com)).
- Assessments will be held as per the schedule given in the school diary.
- **No retest will be held if a child remains absent.**
- Student's performance report will be maintained for the complete session in the form of student's folder which will be shown to the parents during the PTMs.
- Proficiency awards will be given to the first three rank holders from class VI, class VII and class VIII based on the overall percentage of Term I and Term II (taking into consideration all sections of each class).
- **Students should continue their third language (Arabic/Sanskrit/Malayalam) for three years. No change in the third language is entertained afterwards.**
- **Students of Class VIII must choose their second language for IX carefully (Hindi/Arabic/Malayalam). It will continue for two years IX and X.**
- Consolidated syllabus plan month wise and subject wise will be distributed for the session 2019-2020.
- **Parents' co-operation is expected and highly appreciated.**

**THANK YOU!**

Sanchita Verma  
PRINCIPAL

Indira Sukumaran  
SUPERVISOR