

# Indian School Sohar Sultanate Of Oman

**Parent Orientation Programme** 

CLASSES: IX to XII 2025 -2026 12.04.25

> Sanchita Verma Principal

# WELCOME





# **Code of Conduct**

A code of conduct is a set of **principles, expectations** and/or **rules** that are given to students and parents to make sure that the expectations that the school has for behaviour are clearly communicated to them.

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## **Information Sheet**

- Fill and submit the information sheet to the class teacher.
- All the entries must be complete.
- Affix recent photograph in grey school uniform.

Please mention sickness, if any

# Note down your timetable carefully.



#### What Happens If You Wear A Heavy Bag

- Students must bring the textbook /notebook /activity book etc. as per the instructions given by the subject teacher.
- PDF of NCERT textbooks are uploaded in smart boards.

# Library

- Strict silence must be maintained in the library.
- Library period is strictly meant for reading books.



# First Aid Room



- School provides first aid facility to the --- students.
- Students can visit First Aid room located in block A ground floor, if there is any emergency.
- Students should take permission from the teacher to visit the first aid room. They should go with proper out pass.

If a child is found to be very sick, he/she will be sent home .

For any emergency, children will be sent to the hospital and parents will be informed.

## Leave Rules



- Students must be regular to school.
- Leave of absence is granted only for valid reasons and with the prior written application /e-mail of the parents.
- In case of long leave, leave applications addressed to the class teacher should be handed over in advance to the class teacher, who in turn will submit it to the supervisor/AVP/VP
- If any student doesn't fulfil the criteria of 75% attendance due to long absence, the student may be detained in the same class as per the CBSE rules.
- If a student is absent from school even for a day, it is imperative that the parent send a leave note/ addressed to the class teacher through his/her e-mail id.

## Discipline

- Students are expected to be regular in attendance and academics, obedient and respectful in their behaviour and should avoid malpractices in tests and examinations.
- Students must be in time for the morning assembly.
- Late attendance will be entered in the diary.
- Students are not permitted to leave the classroom without apt and genuine reason and without out pass.

# Attitude & behaviour

- Students should have deep respect and dedication to their work. Attentiveness in class and regularity in homework and assignments are of prime importance.
- **Students should carry their student diary to school every day.**
- Students are expected to maintain high standard in their general behaviour and manner of speech. Bad and improper language will not be accepted.
- English being the medium of instruction in the school, students are advised to maintain a good level of English. It is compulsory for the students to always speak in English except in classes and activities of other languages.
  They should be well-behaved, respectful to their elders, honest, truthful and are answerable to the school authorities for their conduct in and outside the school.

## **School Uniform and Appearance Guidelines**

#### **1.Neat and Tidy Appearance**

- Students must come to school clean and well-groomed.
- Hair should be neatly maintained as per school guidelines.

#### 2. Proper School Uniform

- Students must wear the prescribed school uniform daily.
- Physical Education (PE) uniforms should be worn on assigned days only.

#### **3.Identity Card Requirement**

- The latest school ID card for the current academic session is mandatory.
- Students must wear their ID card daily for identification and security purposes.

4. Jewellery and Makeup Restrictions

- Wearing jewellery (except small stud earrings for girls), is not permitted.
- Makeup is strictly prohibited.

These rules ensure discipline, uniformity, and a positive learning environment. We appreciate the cooperation of parents in reinforcing these guidelines at home. The school does not accept responsibility for the loss of books, money, clothes, any valuables, etc. Each child is responsible for his/her own things.

# **Barred Items**

- Mobiles and other electronic gadgets are strictly not allowed.
- If confiscated, it will be returned only at the end of the session.
- Objectionable literature, Mobiles / Smart Phones/ Smart Watches, Internet material and films – audio and videos, DVDs, pen drives, electronic gadgets etc. are prohibited in school.
- Harmful and illegal material and substances are also prohibited in school.
- Violation of the same will lead to immediate dismissal.





#### **No Mobile Phones**

# No Digital Watches

# If confiscated, it will not be returned.

## **Forging Signature**

Forging a parent's/teacher's signature and changing marks or entries in diary/report cards or elsewhere may warrant a disciplinary action.

# Bunking class or being found outside the school during school hours will be severely dealt with.

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## **Social Media Policy**

- To keep parents informed and engaged, the school regularly uploads photos and videos on its official website and social media platforms, including Facebook.
- The school shares updates, photos, and videos only through its official website and verified social media pages. Parents are encouraged to follow these for authentic information.



**Parental Controls to Ensure Cybersafety** 

#### Internet filters

Install Internet filters on your child's devices to block access to inappropriate websites and content.

#### Privacy settings

Teach your child to use privacy settings to limit, who can see their information and posts.

#### Time limits

Set time limits for your child's online activities to ensure they are not spending excessive time on their devices.

#### Safe search

Enable safe search on search engines like Google to ensure that your child is not accidentally exposed to inappropriate content.

#### Parental control software

Install parental control software on your child's devices to monitor and control their online activity.

Homework / Assignments / Projects

## Timely submission is important.



## Exam Time

#### DO NOT CHEAT/COPY ZERO WILL BE AWARDED



#### **Making Class X/XII Students Aware About Examination Ethics**

#### CBSE/Coord/2025 dated 20.01.25.

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# UFM

If during examination, a student is found indulging in any of the following, he/she shall be deemed to have used unfair means at the examinations: -

- Having in possession papers, books, notes, chits, notebooks or any other material relevant to the examination.
- Anything written on writing pads, geometry box, hand or elsewhere.
- Possession of any electronic gadgets like mobile, smart watches etc.
- Contacting or communicating or trying to do so with any student during the examination, exchange of answer sheets by the students, writing answers on the question paper etc.
- Tearing of any page of the answer book or supplementary answer book etc.

#### **ACTION & PENALTY**

- Answer sheet will be taken by the invigilator along with the confiscated /used material.
- Parents will be intimated to come and meet the disciplinary committee.
- Students involved in the use of unfair means will stay back after the examination and will go home along with the parents only.
- A student adopting unfair means in an examination will be disqualified in that subject.
   He/she will be awarded zero in that examination.
- Student might be disqualified from the examination in that year. (i.e., His/her examination for that year may be cancelled).
- In serious cases, the student may permanently be debarred by the School from taking any school-based examination.

Violation of the Code of Conduct Discipline committee has the authority to take the final decision on any discipline matter. Violation of the Code of Conduct prescribed by the school attracts appropriate consequences depending on the act of indiscipline.

## Violation of the Code of Conduct

The management reserves to itself the right to suspend/ dismiss/ expel students who make **no progress** in their studies or whose **conduct** is detrimental to the orderly life of the school.

Irregular attendance, insubordination to teachers, habitual inattention to schoolwork, obscenity in word or act, and any damage to school property are sufficient reasons for dismissal of a pupil. Students will be fined for violating any rule of the school. Fine will be decided by the school administration.

Safety







#### **ASSESSMENT & EVALUATION**

## Scheme of Evaluation IX & X

Maximum marks per subject	100 Marks				
Types of assessment	Internal Assessment Term I/Year End Term II Exam School Based Assessment of Co scholastic Areas (Art Education, Health and Physical Education including Work Experience and Discipline) Syllabus cumulative				
Marks distribution	Internal Assessment : Year End/Board Examination <b>20:80</b>				

## Internal Assessment (20 Marks)

Periodic Assessment(3) Average of best two	Pen Paper Test	5 marks
Multiple Assessment	Multiple Assessment strategies to be used. (quizzes, oral test, concept map, exit cards, visual expression etc.)	5 marks
Portfolio	(Classwork plus peer assessment, self - assessment, achievements of student in the subject, reflections, narrations, journals, etc)	5 marks
Subject Enrichment Activities	Consists of aspects like Practical work for Science; Social Science Project Work, Mathematics Lab Activities, Project Work for Social Science and Listening and Speaking skills for languages, etc.	5 marks

Grading Scale for Scholastic Areas

Marks Range	Grade
91-100	A1
81-90	A2
71-80	B1
61-70	B2
51-60	C1
41-50	C2
33-40	D

## **Co Scholastic Assessment**

#### Class IX & X

- Health and physical education which includes work experience and Discipline.
- Art education which includes digital art through computers

Grading scale 5-point A to E

#### Class XI & XII

- Health and Physical Education including Work Experience
- General Studies

#### Grading Scale 9-point A1 to E

Date of submission of all the activities/assessments must be strictly followed.

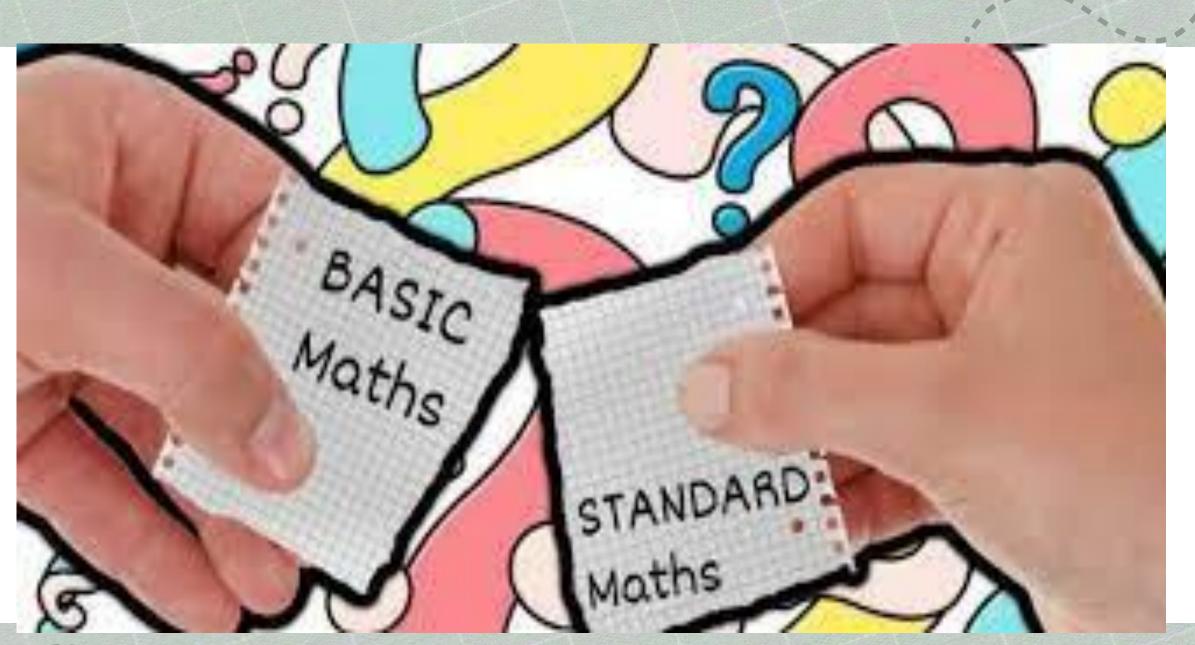
	(The full syllabus of Std. IX will be assessed) Final Exam (FE) 80 Marks + Internal Assessment (IA) (20 Marks) =100 Marks Total (FE+IA) 33% is mandatory for promotion								
Subjects	Final Exam (80 Marks)	Internal Assessment (20 Marks)							
		Periodic Test (5)	Portfolio (5)	Multiple Assessment (5)	Subject Enrichment Activity (5)				
English	Final Exam for 80 Marks including the	Restricted to three for a subject in an academic year.	This will cover: ➤ Completion of guided work	<ul> <li>Multiple Assessment</li> </ul>	Assessment of Listening & Speaking (ASL)				
Arabic/ Hindi/ Malayalam	full syllabus ➤ Marks and grades will be awarded		<ul> <li>Inclusion of all relevant work</li> </ul>	<ul> <li>(Quizzes, 0ral test, concept map etc.)</li> </ul>	Assessment of Listening & Speaking				
Mathematics		Average of the best two	(Completeness)		Lab Activity				
Science		will be taken for IA.	<ul> <li>Organization –</li> <li>Neatness and</li> <li>Visual Appeal</li> </ul>		Lab Activity				
Social Science					Art Integrated Project				

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### **Pass Criteria**

- Any student who does not achieve the minimum required level of 33% in any subject after Term II, in the current academic session 2025-26, will have to appear for the improvement of performance (IOP) examination in one or two subjects as per the CBSE regulation.
- If any student fails to secure pass marks in compartment(IoP) he/she will be detained in the same class.
- Students should attend all tests and exams
- Tests and examinations will not be re-conducted for the absentee students



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## **Standard or Basic Mathematics**

Students have the option of selecting *Standard* or Basic Mathematics . Syllabus remains the same. Standard question paper will be of higher difficulty level.

Class XI Science and Maths will be allotted for the students who opt for standard Mathematics.

# Academics and Evaluation structure XI & XII

#### Commerce Stream



Subject	Theory	Practical/ IA
English	80	20
Accountancy	80	20
B. St.	80	20
Economics	80	20
Mathematics	80	20
Entrepreneurship	70	30
I.P.	70	30
P.E.	70	30

### Science Stream

Subject	Theory	Practical/ IA
English	80	20
Physics	70	30
Chemistry	70	30
Biology	70	30
Mathematics	80	20
I.P./Comp. Sc	70	30
P.E.	70	30



# Grading

Grades	
A-1	Top 1/8th of the passed candidates
A-2	Next 1/8th of the passed candidates
B-1	Next 1/8th of the passed candidates
B-2	Next 1/8th of the passed candidates
C-1	Next 1/8th of the passed candidates
C-2	Next 1/8th of the passed candidates
D-1	Next 1/8th of the passed candidates
D-2	Next 1/8th of the passed candidates
E*	Essential Repeat



#### The changes for classes IX-XII year-end Board Examinations (2024-25)

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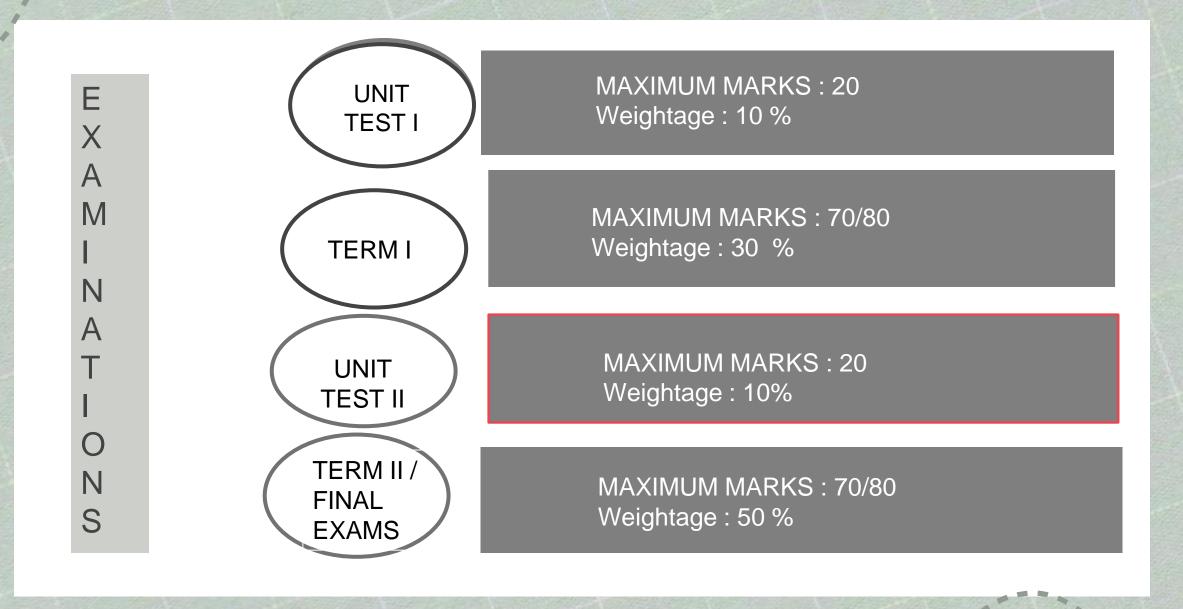
	(Classes IX	(-X)
Particulars	Academic Session 2023-24	Academic Session 2024-25 (No change from previous academic session)
Composition of question paper for year-end examination/ Board Examination (Theory)	<ul> <li>Competency Focused Questions in the form of MCQs/ Case Based Questions, Source-based Integrated Questions or any other type = 50%</li> <li>Select response type questions (MCQ) = 20%</li> <li>Constructed response questions (Short Answer/Long Answer Type Questions, as per existing pattern) = 30%</li> </ul>	<ul> <li>Competency Focused Questions in the form of MCQs/Case Based Questions, Source-based Integrated Questions or any other type = 50%</li> <li>Select response type questions (MCQ) = 20%</li> <li>Constructed response questions (Short Answer/Long Answer Type Questions, as per existing pattern) = 30%</li> </ul>

	(Classes XI-	XII)
Particulars	Academic Session 2023-24	Academic Session 2024-25
Composition of question paper for year-end examination/ Board Examination (Theory)	<ul> <li>Competency Focused Questions in the form of MCQs/ Case Based Questions, Source-based Integrated Questions or any other type = 40%</li> <li>Select response type questions (MCQ) = 20%</li> <li>Constructed response questions (Short Answer Questions/Long Answer type Questions, as per existing pattern) = 40%</li> </ul>	<ul> <li>Competency Focused Questions in the form of MCQs/ Case Based Questions, Source-based Integrated Questions or any other type = 50%</li> <li>Select response type questions (MCQ) = 20%</li> <li>Constructed response questions (Short Answer Questions/Long Answer type Questions, as per existing pattern) = 30%</li> </ul>

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Curriculum document released by the Board for the Academic Session 2024-25 and the Sample Question Papers may also be referred to for details of the QP design of individual subjects. Learning frameworks for various subjects for classes IX-XII are available at the link <a href="https://cbseacademic.nic.in">https://cbseacademic.nic.in</a> for reference.

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# Pass Criteria

1. It is essential to pass in both theory and practical separately.

- 2. Minimum 33% marks in each subject, in aggregate; as well as in final examination.
- 3. Compartment will be given only in one subject, and if the student does not clear the compartment, he/ she will be retained in the same class.

# **Co Curricular Activities**





#### CWSN – Children with Special Needs

Please submit certificate to CBSE Cell in the school through the class teacher.

https://www.cbse.gov.in/cbsenew/Examination\_Circular/2019/5\_CIRCULAR.pdf

https://www.cbse.gov.in/cbsenew/documents//CWSN\_Circular\_06032023.pd f

For details kindly check CBSE Circular

### CASTE CERTIFICATE

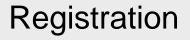
Class XI admission and stream allotment shall be done on a merit basis.

Students will be registered with the CBSE in IX and XI.

A registration form will be given to the parents to fill the correct details. Name etc. should be as per the passport, XI as per X mark sheet.

Parents will be called to school for verification.

We request you all to kindly check and verify the details correctly as no request for change will be accepted once the student is registered.







Change in Subject/s will not be allowed after registration

# **Important Information**

- All the Students must join their respective subject Google Classrooms with code given for syllabus details, submission of assignments and other class related activities. Worksheets will be uploaded to help students who were on leave due to genuine reasons and also for parents to know the content.
- PDF of **new NCERT** books will be made available in the respective subject Google classroom.
- Teachers will guide the students about the deleted portion in the class.
- WhatsApp groups are created for the new session. It is mandatory to join the group with active mobile numbers to receive updates from the school.

# Mobile App

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#### Please download school ERP mobile app using the following link: §Android: <u>https://play.google.com/store/apps/details?id=com.jdaas.issjosaapp</u>

§iOS: <u>https://apps.apple.com/us/app/indian-school-sohar/id6450059924</u>

# **Resident Card**



#### APAAR ID

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#### Automated Permanent Academic Account Registry

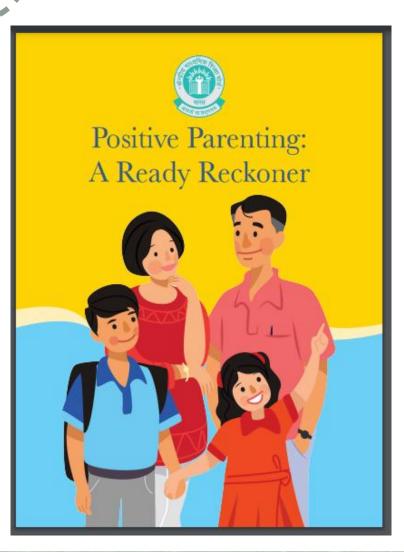
#### Kindly check the CBSE website regularly for updates.

# https://www.cbse.gov.in/

Class Teacher	@indianschoolsohar.com
Fee Related	opnmanager@indianschoolsohar.com
	accounts@indianschoolsohar.com
Admission/Withdrawal/ T.C.	admission@indianschoolsohar.com
	certificates@indianschoolsohar.com
Books Related	office@indianschoolsohar.com
Counselor	counselor@indianschoolsohar.com
CBSE Related	cesupport@indianschoolsohar.com
Asst. Vice-Principal	avp@indianschoolsohar.com
Vice-Principal	vp_ysingh@indianschoolsohar.com
Principal	principal@indianschoolsohar.com

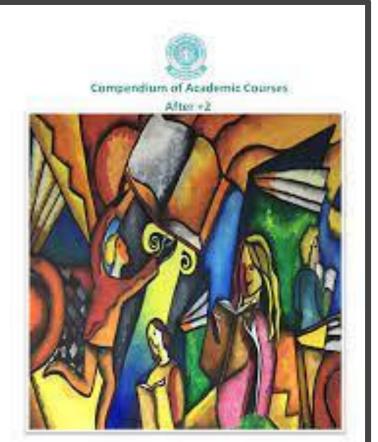
#### **School Canteen**



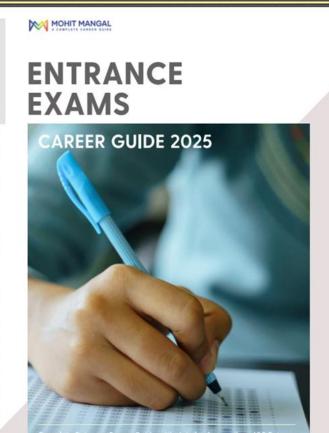


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# Alternative Resources



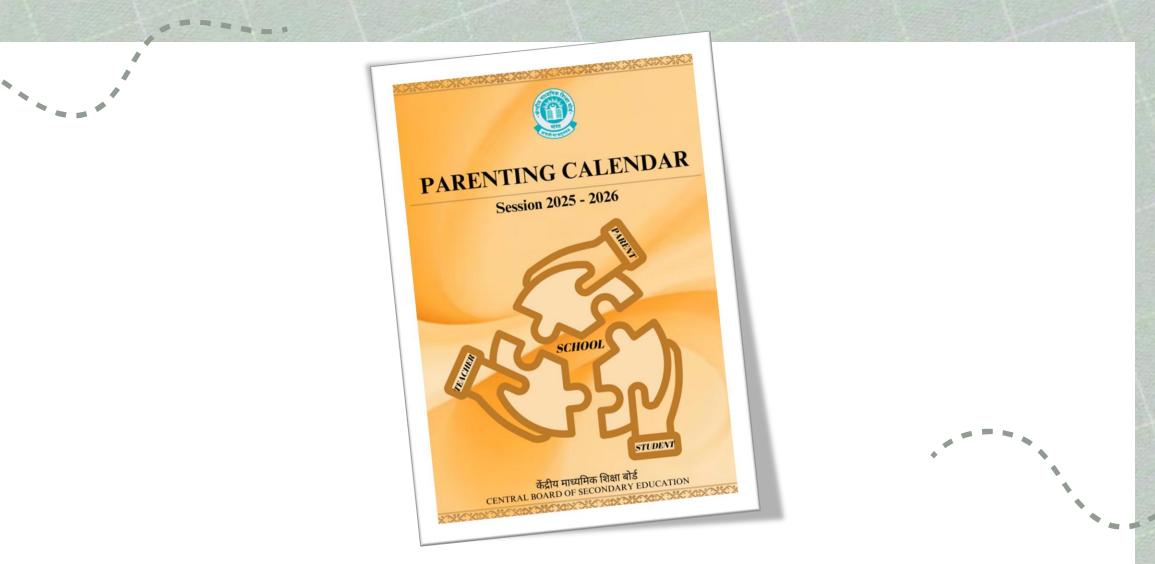
Central Board of Secondary Education India



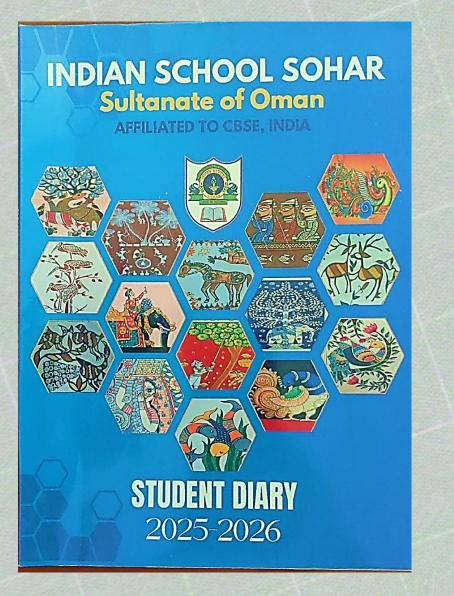
Complete Entrance Exams Guide with details of more than 400 Entrance Exams Spread across 21 Higher education Verticals for admission to Bachelor Programs after 12th in India

Resource Material: Parents' Handbook on Careers after School in India, Entrance Exams 2025 Guide and 21 Higher Education Vertical Books

https://www.cbse.gov.in/cbsenew/documents/Circular\_CR\_21032025.pdf



CBSE Parenting Calendar for Academic Session 2025-26-reg



It is mandatory to go through the school diary to stay informed about all the rules and guidelines. Kindly ensure you read it carefully.

# **Parking**

Parents are requested to abide by all the traffic rules, while dropping or picking up children from the school.

Parking in neighbouring residential area is strictly prohibited. It may invite ROP complaint and fine.

