



ST. XAVIER'S SENIOR SECONDARY SCHOOL, DELHI – 110 054
(www.stxaviersdelhi.com)

May 17, 2025

Dear Parents/Guardians (Std. 10),

With reference to the guidelines issued by The Directorate of Education, GNCT of Delhi for Internal Assessment and Examination for Std. 10, kindly note the following points:

GUIDELINES OF EXAMINATION

- Regular assessment of the student will be done throughout the academic session, through Periodic Tests, Mid Term Exam, Pre-Board Exam and Board Exam.
- Each Periodic Test will be of 20 marks while Mid Term, Pre-Board and Board Exams will be of 80 marks each.
- Duration of Mid Term, Pre-Board and Board Exams will be 3 hours each for main subjects and 2 hours for skill subject.
- The question paper for Mid Term Exam will be set out of the syllabus of the First Term. The question paper for Pre-Board Exam will be set out of the syllabus of both First and Second Term.
- Physical Activity Trainer (PAT) will continue as 6th subject for the students of Std. 10.

Detailed Internal Assessment Criteria:

Internal Assessment	Description	Marks
Internal Assessment	Subject Enrichment	5
Internal Assessment	Portfolio	5
Internal Assessment	Multiple Assessments	5
Internal Assessment	Periodic Assessment	5
Total		20

Mid Term and Pre-Board Exam	80 Marks each
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Important Note : Admission to Std. 11 in our school is based on average of marks secured in Std. 9 & 10 upto Pre-Board Examination. Selection to the different subjects options will be done strictly in the order of merit and availability of seats in the subject option applied for.

Please ensure that your ward puts in regular hours of study and completes all Internal Assessments on time.

SCHOOL SAFETY POLICY

For the safety and security of the students, St. Xavier's Sr. Sec. School, Raj Niwas Marg has instituted a School Safety Policy, compliance of which is expected from every parent/visitor.

As per the norms the main gate of the school is to be clear of all obstructions at all times. Parents who come to drop their wards in the morning are requested to follow the instructions of the staff/security guards on duty.

Entry time for the parents/visitors who intend to meet the school authorities/staff is 9.00 am. They are expected to wait at the designated waiting area and cooperate with the Security Staff for the frisking of the body/bags. Noncompliance of which may/can lead to the prohibition of entry to the school campus.

On entering the campus, the parent/visitor is required to enter the personal details, and the purpose of the visit in the register kept at the security cabin.

Entry pass/ID will be issued to the parent/visitor which is to be worn as long as he/she remains in the campus. It is to be returned to the security guard before exiting the campus.

For the stay back/excursion/educational trips the school issues consent form to be filled by the parent/guardian and submitted to the teacher-in-charge. Without the Consent Form, NO student will be allowed to join any of the said activities.

Parents/guardians who send their wards in private vehicles arranged by parents are required to ensure that vehicle used has a valid permit and the driver has a valid licence. It is a must that the police verification of the driver is obtained and a lady attendant accompanies the children throughout the journey.

It's the duty and responsibility of the parents who send their wards in private vehicles arranged by parents to ensure that the driver follows the MVD rules pertaining to the maximum number of children allowed in the specific segment of the vehicle used for the transportation.

Kindly go through your ward's school diary for details of code of conduct, discipline and rules concerning absence from school.

With prayers and warm regards,

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Jose', with a horizontal line extending to the right.

Fr. Jose T. J., SJ
Principal