

Date: 7<sup>th</sup> December 2020

Circular No:108/YIS/AS/20-21/108



Dear parents,

**SUB: SUBMISSION OF NOTEBOOK/WORKSHEETS FOR EVALUATION - GRADES VI TO VIII**

Kindly be informed that as per CBSE evaluation procedures, Notebook submission/worksheets maintenance is a part of Internal Assessment which is aimed at enhancing seriousness among students to prepare notes of topics being taught in the class and keep them updated in line with the syllabus being taught.

**In view of the above, all parents are advised to ensure that their ward(s) complete their Notebooks/Worksheets during upcoming winter vacation. All worksheets should also be compiled in a neatly labelled file. However, if some students have opted for printed notes during online classes (instead of notebooks), please ensure that all notes are arranged appropriately in a file with an index.**

**The same shall be verified by respective subject teachers upon school re-opening (17<sup>th</sup> January 2021) and marks will be allotted as per CBSE guidelines, which will be included in term-end evaluation.**

Regards,

Mrs.Aasima Saleem  
Principal

