



OFFICE OF THE SECRETARY
DIOCESAN BOARD OF EDUCATION, DOC, CNI

AT - STEWART SCHOOL BHUBANESWAR, CAMPUS
UNIT - 8, CRP SQUARE, BHUBANESWAR - 12

Date :

OFFICE ORDER/DOC/F5/SSC/01/2019

Date:17.10.2019

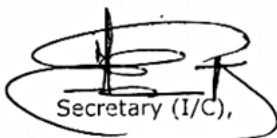
GUIDELINES FOR CONDUCT OF EXAMINATION & PROMOTION:

- Diocesan Board of Education has directed all the Stewart Schools for Continuous Comprehensive Evaluation from class I to VIII by adopting creative and child friendly method. Also directed the Principals to prepare a scheme for Continuous Comprehensive Evaluation by which each child can be evaluated and remedial steps can be taken for further improvement. As a result there will be no failures of any student till class VIII. Special case should be taken by the concerned school for the weaker student in order to enable them to be promoted to the next class.
- The Diocesan Board of Education is conducting the Common Examination in class IX in Half Yearly and Annual in all the Stewart Schools. The questions have been set by the Diocesan Board of Education and the answer scripts are centrally evaluated in the school under the supervision of Principal and Co-Ordinator. All such answer scripts are preserved for a period of one year for the inspection by the Diocesan Board of Education.
- The Diocesan Board of Education is conducting the Common Mock Test & Selection Test in class X in all the Stewart Schools. The questions have been set by the Diocesan Board of Education and the answer scripts are centrally evaluated in the school under the supervision of Principal and Co-Ordinator. All such answer scripts are preserved for a period of one year for the inspection by the Diocesan Board of Education.
- To keep a parity in all the Stewart Schools, the Diocesan Board of Education is preparing the common book list and also common syllabus for all the Stewart Schools since 2001.
- If a student's parent / relative is working as a teacher in the school then invigilation duty in the same room of the student not to be given at any circumstances.
- All office staff and Nurses not being teaching staff shall also be given invigilation duty during School examinations.
- As per RTE ACT , 2019

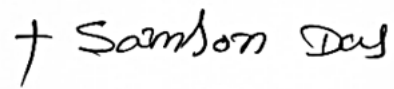
1[16. (1) There shall be a regular examination in the fifth class and in the eighth class at the end of every academic year.

(2) If a child fails in the examination referred to in sub-section (1), he shall be given additional instruction and granted opportunity for re-examination within a period of two months from the date of declaration of the result.

The matter to be decided in the Managing Committee and accordingly decision will be taken.


Secretary (I/C),

Diocesan Education Board, DOC, CNI



C.E.O,

Diocesan Institutions, DOC, CNI

Copy to All Secretaries / Principals/ Account Section of Stewart School under the management of the Diocese of Cuttack, CNI for their information and necessary action.