



THE LUCKNOW PUBLIC COLLEGIATE
DAY- BOARDING CUM RESIDENTIAL PUBLIC SCHOOL

3, Jopling Road, Lucknow Ph.: 2207745, 2209429

Affiliated to C.I.S.C.E., Delhi Nur. to Class XII

Fax : 0522-2209429 &

Ruchi Khand I, Sharda Nagar, Lucknow Ph: 2447505

Affiliated to C.B.S.E., Delhi Nur. to Class XII

Fax : 0522-2447317 Website: www.collegiate.in

Circular No.:01/LPC/2017-2018

Date: 28/03/2017

Dear Parent/Guardian,

We welcome you to the new academic session 2017-2018.

For the smooth functioning and steady progress of students kindly adhere to the points mentioned below:-

A. Attendance:

If a student is unable to attend the school a leave application must be submitted to the principal. In case of illness a proper medical certificate must be attached with the leave application. Short-leave or half day-leave is not permitted. Prolonged or intermittent absence from school is strongly discouraged, especially, because 80% of attendance in each term is compulsory for every student for being eligible to write the examination. Occasionally parents/guardians may confirm whether or not their wards are maintaining regular attendance to school.

B. Meals :

As nourishing meals are provided in the school, no day-boarder is permitted to bring any eatables to school except in cases of severe illness for which a written permission is required. Religious fasts during school hours should be observed only with prior written permission.

C. Syllabi and Studies :

The syllabi for the session 2017-2018 will be printed in the collegiate diary to be distributed shortly. Parents are requested to supervise and guide their wards in completing their oral and written assignments, especially during weekends and during holidays, on a regular basis.

D. General:

1. Parents are requested to ensure that their wards come to school, well-groomed in clean clothes, and well polished shoes. Proper attention must be given to personal hygiene.
2. All items of the uniform, stationery, text-books, bags etc. should have proper labels bearing the name, class and section of the students.
3. In case a student suffers from any Physical, psychological or emotional problem, written information must be submitted to ensure special attention.
4. The school strongly discourage students from wearing expensive watches and jewellery to school. The school will not be responsible for loss of any such article.
5. Coming late to school is not appreciated at all. Parents/ guardians should make sure that their ward reaches school in time.
6. For Test Records of the students and latest informations regarding the school log on to www.collegiate.in Parent are requested to give correct and latest mobile number and E-mail ID for smooth and quick information to keep you updated with the various activities & other details of your ward through SMS alert service.

E. Uniform :-

Students must come to school in proper uniform.

P. T. DAYS

LPC JOPLING ROAD		LPC SHARDA NAGAR	
Nursery to Class II	- Wednesday & Saturday	Nursery to Class II	- Monday & Friday
III to V	- Monday & Thursday	Class III to XII	- Tuesday & Thursday
VI to XII	- Tuesday & Friday		

F. Holiday – For March, April & May 2017 as per Calendar:-

Wednesday, 29 th March	<i>Cheti Chand</i>	Friday, 14 th April	<i>Good Friday</i>
Tuesday, 4 th April	<i>Ram Navmi</i>	Monday, 17 th April	<i>Chandrashekhher Jayanti</i>
Wednesday, 5 th April	<i>Maharishi Kashyap & Maharaj Guha Jayanti</i>	Friday, 28 th April	<i>Parashuram Jayanti</i>
Sunday, 9 th April	<i>Mahavir Jayanti</i>	Tuesday, 9 th May	<i>Maharana Pratap Jayanti</i>
Tuesday, 11 th April	<i>Muhammad Hazrat Ali Birth Anniversary</i>	Wednesday, 10 th May	<i>Buddh Purnima</i>

- G.** Your valuable suggestions are always welcome to make the Collegiate a better place for teaching and learning.
- H.** Parents must feel free to discuss their problem with the **Joint-Director/Principal** between the visiting hours i.e. **Sharda Nagar 9:00 a.m. to 10:00 a.m. & Jopling Road 3:00 p.m. to 4:30 p.m.**
There will be a Parent Teacher Meeting on 13th May'2017, Second Saturday between 08:00 a.m. to 10:00 a.m. at Sharda Nagar and 10:30 a.m. to 12:30 p.m. at Jopling Road.
Summer Vacations from 15th May'17 to 1st July'17.
- I. Selection of Third Language and Hobby**
- (i) For the students of classes V to VIII, it is compulsory to study and pass in the third language i.e. either **Sanskrit or Urdu**. Choice of third language must be sent in writing to the class teacher latest by 7th April 2017.
- (ii) For all round development of the students various hobby classes have been introduced. Students must bring in writing from their parents the hobby they wish to opt for the session 2017-2018, the final decision for allotting the hobby rests with the Principal /Joint Director.

HOBBIES FOR THE SESSION 2017-2018

Hobbies	Sharda Nagar		Jopling Road	
	Senior (VI – XII)	Junior (II – V)	Senior (VI – XII)	Junior (II – V)
Badminton	Available	Available	Available	Available
Dramatics	“	“	“	“
Table Tennis	“	“	“	“
Cricket	“	“	Not Available	Not Available
Hockey	“	“	“	“
Football	“	“	“	“
Volleyball	“	Not Available	Available	“
Basketball	“	“	“	Available
Chess	“	“	“	“
Carrom	“	Available	“	“
Dance	“	“	“	“
Indian Music	“	“	“	“
Western Music	“	“	“	“
Judo	“	“	“	“
Craft & Painting	“	“	“	“
Literary Club	“	“	“	“
Computer Technology	“	Not Available	“	Not Available
Yoga	“	Available	“	Available
Rubik's Cube	“	Available	“	Available

EXAMINATION-CUM-PROMOTION POLICY FOR 2017-18

Examination

For Classes Nursery to V

There are no examinations from classes Nursery to V. In order to assess the comprehensive ability of the students, regular tests are held of 20 marks in all subjects at the end of every two months, the details of which will be printed in the Collegiate Diary. A complete record of all the test marks will be maintained for awarding grades.

For class VI, VII and VIII

Periodic Test 1 -	17 th July to 28 th July'17 -	20 Marks -	1 Hour Duration -	Prescribed Syllabus
Half Yearly Examination	9 th Sep to 20 th Sep'17 -	80 Marks -	2 Hours Duration -	Prescribed Syllabus
Periodic Test 2 -	11 th Dec to 21 st Dec'17 -	20 Marks -	1 Hour Duration -	Prescribed Syllabus
Final Examination-	19 th Feb to 3 rd March'18 -	80 Marks -	2 Hours Duration -	Prescribed Syllabus

Note:-

Periodic Tests contribute 10 marks and note book submission, subject enrichment activities contribute 10 marks. This total of 20 marks are added to Half Yearly examination from Periodic Test 1 and to Final Examination from Periodic Test 2 to make a cumulative total of 100. It is compulsory to secure 40% marks in every subject in the Final Examination to be promoted to the next class.

Class VIII duration of Half Yearly and Final Examination is three hours. (Only for CBSE)

For Classes IX – CBSE

Pre-Quarterly Examination-	17 th July to 28 th July'17 -	80 Marks -	3 Hours Duration -	Prescribed Syllabus
Quarterly Examination	- 9 th Sep to 20 th Sep'17 -	80 Marks -	3 Hours Duration -	Prescribed Syllabus
Half Yearly Examination	- 11 th Dec to 21 st Dec'17 -	80 Marks -	3 Hours Duration -	Prescribed Syllabus
Final Examination	- 19 th Feb to 3 rd March'18 -	80 Marks -	3 Hours Duration -	Prescribed Syllabus

For Classes X – CBSE

Schedule of Pre-Quarterly Examination, Quarterly Examination and Half Yearly Examination will be same as of class IX. There will be a Pre-Board Examination tentatively in January 2018 to be legible to appear in the Board Examination in March 2018.

Note (For Classes IX & X):-

Best two out of Pre-Quarterly Examination, Quarterly Examination and Half Yearly Examination will contribute 10 marks towards Periodic Test. Note Book submission & subject enrichment activities contribute 10 marks, this total of 20 marks are added to make a cumulative total of 100. It is compulsory to secure 40% marks in every subject.

For Classes XI – CBSE

Quarterly Examination -	9 th Sep to 20 th Sep'17 -	20 % -	3 Hours Duration -	Prescribed Syllabus
Half Yearly Examination -	11 th Dec to 21 st Dec'17 -	20 % -	3 Hours Duration -	Prescribed Syllabus
Final Exam Examination -	19 th Feb to 3 rd March'18-	60 % -	3 Hours Duration -	Prescribed Syllabus

For Classes XII – CBSE

Schedule of Pre-Quarterly Examination, Quarterly Examination and Half Yearly Examination will be same as of class IX. There will be a Pre-Board Examination tentatively in January 2018 to be legible to appear in the Board Examination in March 2018.

For Classes IX (ICSE) & XI (ISC)

Quarterly Examination	- 9 th Sep to 20 th Sep'17	- 20 %	- 3 Hours Duration	- Prescribed Syllabus
Half Yearly Examination	- 11 th Dec to 21 st Dec'17	- 20 %	- 3 Hours Duration	- Prescribed Syllabus
Final Exam Examination	- 19 th Feb to 3 rd March'18	- 60 %	- 3 Hours Duration	- Prescribed Syllabus

During the Academic year there will be three Examinations Quarterly Examination, Half Yearly Examination and Final Examination in the months of September, December and February. The Examination of September and December will carry 20% weightage each, whereas the Final Examination in February will carry 60% weightage. The two examinations of 20% weightage each and Final Examination of 60% weightage will be summed up for making the final result out of 100 marks. It is essential to score 40% aggregate in every subject to be promoted to the next class.

For Classes X (ICSE) & XII (ISC)

For Classes X

Pre-Quarterly Examination	- 17 th July to 28 th July'17	- 80 Marks	- 2 Hours Duration	- Prescribed Syllabus
Quarterly Examination	- 9 th Sep to 20 th Sep'17	- 80 Marks	- 2 Hours Duration	- Prescribed Syllabus
Half Yearly Examination	- 11 th Dec to 21 st Dec'17	- 80 Marks	- 2 Hours Duration	- Prescribed Syllabus

For Classes XII

Pre-Quarterly Examination	- 17 th July to 28 th July'17	- 70/80 Marks	- 3 Hours Duration	- Prescribed Syllabus
Quarterly Examination	- 9 th Sep to 20 th Sep'17	- 70/80 Marks	- 3 Hours Duration	- Prescribed Syllabus
Half Yearly Examination	- 11 th Dec to 21 st Dec'17	- 70/80 Marks	- 3 Hours Duration	- Prescribed Syllabus

During the academic year there will be Four Examinations Pre Quarterly Examination, Quarterly Examination, Half Yearly Examination and Pre-Board Examination. These examinations will be conducted in the months of July, September, December, January and the Board Examination as per schedule from the Board.

Class X (ICSE) and XII (ISC) all the subjects will have components for Internal Assessment on the basis of assignments/project work, practicals and viva. These will be added to component of The Board Examination set and Conducted by the Council.

The Pre-Board Examination will be conducted in the month of January. It is essential for all the students to pass the Pre-Board to appear in the Board Examination in February 2018.

JOINT DIRECTOR/PRINCIPAL