

Directorate of Education: Govt. of NCT of Delhi
Examination Branch, Old Secretariat, Delhi-110054

No.DE.5/43/04/Exam/2019-20/39-46

Date: 13/01/2021

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Sub: Plan of Activities for Academics & Examinations of Classes X & XII in the Context of CBSE Notification No. CBSE/CE/2020 Dated 31.12. 2020- Reg.

COVID-19 Pandemic situation is unprecedented for the teachers, students and the parents. Directorate of Education, Govt. of NCT of Delhi is committed to provide a conducive environment to the students for improvement of the teaching learning activities. To combat COVID-19 situation and keeping the health of the students on top priority, all the schools running under Directorate of Education, Govt. of NCT of Delhi have been closed since 19th March 2020 till further orders.

As per aforementioned CBSE Notification issued by Controller of Examinations, Central Board of Secondary Education, Delhi, the Board Examinations for classes X and XII will commence from 4th May, 2021. Schools affiliated to CBSE will be allowed to conduct Practical/Project/Internal Assessment of classes X & XII from 1st March, 2021 to the last date of conduct of theory examination of the same class.

In this regard, all the Heads of Govt. Govt. Aided and Recognized Un-Aided Schools are hereby directed to comply with the following directions in letter and spirit in the interest of the students:

General Instructions:

1. Schools should provide proper guidance to the students required for examination related activities and provide necessary support.
2. Head of school must plan a time table for practice of Practicals, Pre Board related Academic work, Projects etc.
3. Although most of the syllabus has been covered in online classes of class XII and through worksheets of class X, the same may be revised and doubts/difficulties of students may be cleared by the teachers. This will impact positively on the mental well-being of students for the preparation of the CBSE Board Examinations 2021.
4. CBSE has modified the design of question papers of classes X & XII by introducing the Objective Type Questions, Source Based Questions, HOTS questions, Analytical & Application Based questions from the session 2020-21. The students should be guided accordingly and given sufficient practice to answer all these type of questions in the Board Examinations.
5. Adequate written practice of solving Sample Question Papers issued by CBSE for Board Examinations 2021 be given.
6. The marks of the Internal Assessment will be uploaded on the website of CBSE. Therefore, all Internal Assessments be carried out during this period and proper records of the same be maintained.

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Instructions for Class XII:

1. As per the notification of CBSE, Practicals/ Projects/Internal Assessments etc will be conducted by CBSE from 1st March, 2021 to the last day of conduct of theory examination. It is advised that the schools may conduct these assessments before the commencement of Board Examinations so that the examinee may appear in theory examinations without stress.
2. Pre-Board Examinations may be conducted from 20.03.2021 to 15.04.2021 tentatively.
3. Assessment of Internal Grades should also be done prior to the commencement of Board Examinations.

Instructions for Class X:

1. Schools may conduct the Periodic Assessment -1 and Periodic Assessment -2 preferably in the 2nd week of February and 2nd week of March respectively maintaining appropriate COVID Appropriate Behavior (CAB).
2. Pre-Board Examinations may be conducted from 01.04.2021 to 15.04.2021 tentatively.
3. Marks obtained by the student in Pre-Board Examinations will be considered as Third Periodic Assessment. The design of question paper in Pre-Board Examinations to be quite similar to the CBSE Board Examination 2020-21.
4. Average marks of best two Periodic Assessments out of three will be considered for calculation of result (05 marks).
5. Projects/Assignments given to the students as Holidays Homework /Home Assignments during winter vacation to be considered as Subject Enrichment Activities (05 marks).
6. Worksheets provided to the students to be considered as Portfolio (05 marks).
7. School will conduct Multiple Assessments from 1st February, 2021 to the last week of April, 2021(05 marks).

In order to conduct the aforesaid activities pertaining to pre-board preparation and practical work, the Head of Government, Govt aided and unaided recognized schools may call the students of Classes 10 and 12 only to school with effect from 18th January 2021. However, the child should be called to school only with the consent of the parents, following the enclosed Standard Operating Procedure. Further, while the records of children coming to school be maintained, the same should not be used for attendance purpose as sending the child to school is completely optional for parents.

All the Heads of Schools are directed to follow the above guidelines related to Practicals, Projects, Internal Assessments and Pre-Board Examinations. These guidelines must also be disseminated to students and their parents/guardians immediately. Distt. & Zonal DDEs are requested to supervise all the above activities.


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The Recognised Unaided Schools may follow the above mentioned timelines for preboard exams, periodic tests etc. or may formulate their own schedule /Time table of activities for internal assessments

This issues with prior approval of Competent Authority.

Enclosures:

1. CBSE Notification dated 31/12/2020
2. Copy of Standard Operating Procedure (SOP)

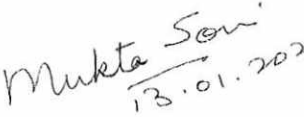

13/01/2021

(DR. RITA SHARMA)
ADDL. DE (EXAM)

All Heads of Govt. Govt. Aided & Recognized Unaided Schools in the NCT of Delhi through
DEL E

Copy to:-

1. Secy. to Hon'ble Dy. C.M. & Minister of Education, Delhi
2. PS to Chief Secretary, Delhi
3. PA to Pr. Secretary (Education)
4. PA to Director (Education)
5. All Spl. DEs/Addl DEs/RDEs
6. DDEs (District & Zone), DDEs (PSB), DDE (ASB) & DDE (IEB)
7. OS (IT) to paste on website of DoE
8. Guard File


13.01.2021

(MUKTA SONI)
DDE (EXAM)

Standard Operating Procedure (SOP) for preparation of Schools for Practicals, Projects and Pre-Board/Board Examinations for classes 10th and 12th

This SOP outlines various precautionary measures to be adopted in addition to specific measures to be taken for preparation of schools for class 10th and 12th Practicals, Projects Assignments and Pre Board/Board Examinations etc.

Health & Safety Guidelines

- i. No symptomatic child/staff to be allowed in school campus.
- ii. Mandatory Thermal Screening at School Entry Gate.
- iii. Compulsory hand sanitization at entrance of school, Class Room, Labs and Public Utility etc.

School Readiness

- i. HOS to ensure thorough sanitization of the school premises and ensure availability of key supplies like thermal screeners, disinfectant, soap, mask, etc.

Preparation and Guidelines for Practicals, Projects, Pre Board/Board Exams etc.

- i. Schools outside the containment zone only are allowed above listed activities. Further, students, teachers and employees living in the containment zone will not be allowed to come to school.
- ii. Head of school to plan specific Time Table for above listed academic activities as per capacity/ occupancy limit of the classroom/Labs (not more than 12-15 students) following COVID appropriate behavior. Time table be duly approved by DDE Zone.
- iii. Head of school to ensure the bubbling effect i.e. only the same group common members are repeated.
- iv. Staff may be called to school as per the requirement of the time table and following the guidelines of Delhi Disaster Management Authority (DDMA).
- v. School timings are to be staggered (with a gap of at least 15 minutes) to avoid crowding at the school's main entrance/exit gate. Head of school to make a plan and get the same approved by DDE (Zone). Head of school is also advised to use both the gates to avoid the crowding at the entry and exit.
- vi. There should be a gap of at least 01 hour between last group exit of last group of Morning shift and entry of first group of Evening shift in double shifted schools.

Parental Consent

- i. Head of school to ensure that students come to school with written consent of their parent.

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Orientation Programme

- i. On campus orientation of students and teachers to be conducted to give emotional / trauma support for their readiness with new normal of stringent physical distancing, face mask guidelines and hygiene guidelines.
- ii. Detailed guidelines, regarding Covid Appropriate Behavior (CAB) from school authorities, to be given as handouts to students / parents.

Permissible Teaching Learning Activities

- i. Teachers should discuss the reduced syllabus prescribed by CBSE for the session 2020-21 and clarify all the specifications related to design of question papers. Modes of learning to be adopted accordingly for planning the activities for Academics, Practicals, Assignments, Projects, other School Based Assessments and Examinations of classes X & XII.
- ii. Only academic activities to be permitted.
- iii. No assembly or social event, no extracurricular or physical outdoor activities to be conducted.
- iv. Children may be guided not to share books, copies and stationery items, etc.

Regular Sanitization of School and Common Spaces

Head of School to Ensure:

- i. Increased facility for cleaning and sanitization especially in common areas and high touch surfaces.
- ii. Proper and regular cleaning and sanitization of class rooms.
- iii. Provision for adequate soap (solid, liquid) and running water in all washrooms.
- iv. Key supplies of thermal scanners, sanitizers, disinfectants and masks etc.

Daily Symptoms Check Guidelines

Most People with COVID-19 are asymptomatic and those with symptoms have reported a wide Variety - ranging from mild symptoms to severe illness. These include:

- Fever or chills (>99.5 F)
- Cough
- Shortness of breath or difficulty in breathing
- Fatigue
- Muscle or body aches
- Headache
- Loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

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If a student or staff member displays any of the above symptoms whilst at the school, they should be encouraged to move away from other people and into an outdoor / well ventilated space/ quarantine room.

Quarantine Room

- i. Head of school to ensure availability of a Quarantine Room in the school in case of emergency.

Face Mask Guidelines

- i. All members of school must wear a mask in the proper way while in the school premises.
- ii. Provision of availability of spare masks for emergency.

Physical Distancing Guidelines

- i. It is advised that everyone does their best to maintain a safe physical distance of **6 feet** or more in all settings.
- ii. School authorities have to maintain physical distancing at all times by ensuring that students do not assemble or gather near entry/exit gates or even during the breaks.

Campus Guest Policy

- i. Routine guest visits should be discouraged. However, during emergency, parent's visit with proper **Covid Appropriate Behavior (CAB)** protocol may be permitted.

Community / Common Space Policy

- i. Congregating in common areas of school campus must be prohibited.

Awareness Drive

- i. Posters / standees on preventive measures about Covid19 to be displayed prominently
- ii. Earmarking different lanes for coming and going.
- iii. Displaying posters/ messages at all prominent places like class rooms, washrooms, parking, entry and exit etc. to ensure **Covid Appropriate Behavior (CAB)** like physical distancing and mask guidelines etc.

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केन्द्रीय माध्यमिक शिक्षा बोर्ड

(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संगठन)

CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organisation under the Ministry of Human Resource Development, Govt. of India)



No.CBSE/CE/2020

31.12.2020

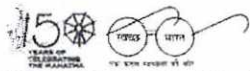
NOTIFICATION

As the situation due to COVID-19 pandemic being faced by the students/teachers and schools is unprecedented, CBSE in order to ensure a conducive environment to the students for the exams and based on the feedback and consultations with diverse stakeholders has decided the following and accordingly notified that:-

1. The Board examinations for Class X and XII will commence from 4th May, 2021(Tuesday).
2. Schools will be allowed to conduct Practical/ Project /Internal Assessment of Class XII from 1st March, 2021(Monday) to the last date of conduct of theory examination of the same class.
3. Similarly, schools will be allowed to conduct the Practical/ Project /Internal Assessment of Class X from 1st March, 2021(Monday) to the last date of conduct of theory examination of the same class.
4. Date Sheet of both Class X and XII will be issued soon.
5. CBSE will also inform all the stakeholders about information related to examinations from time to time. Information will be made available on CBSE website. Information available on any other platform including social media should not be treated as correct, if not available on Boards' website.


31/12/2020

(Dr Sanyam Bhardwaj)
Controller of Examinations



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