

Standard Operating Procedures (SOPs) for Parents (2025-26)

SR.NO.	SOPs @ 2025-26
1	Periodic Test -1 & 2 will be of 30 marks each upto class 9.
2	Major / Core subjects will be of 30 marks each for Periodic Test 1 and 2 .
3	Worksheet cum question paper format upto class 2 is applicable.
4	Term-1 & 2 will have English & Grammar paper separately of 50 marks & 30 marks respectively.
5	English Grammar paper is applicable from Grade 1 to 8 only.
6	G.K.(Grade 1 & 2)/Life Skills / Drawing / P.E. /Financial Literacy are Co-Scholastic subjects upto Grade 8.
7	Co-Scholastic Subjects will have paper twice a year i.e.Term-1 & Term-2 Exam.
8	Time allotted as per board policy For ex. For 30 or 40 or 50 marks 2 Hours and 80 marks 3 Hours.
9	Term-1 question papers will be of 80 marks from Grade 1 to 10 for core subjects only.
10	Absent students during any exam will NOT be entertained later and it will be marked as Medical Leave (ML). No average marks will be allotted.
11	If a student is topper of a class, If he/she remains absent during any exam/paper will affect his / her ranks as a academic topper in terms of core subjects .
12	Jagadguru International School has the USP to share answer key of respective subjects except Term-2 exam.
13	Academic toppers of any class are selected on the basis of Term-1 and Term-2 exams as a consolidated.
14	Grade 6 onwards in Term-1 & Term-2 Exam Competency Based Questions (CBQs) will be asked as per CBSE paper pattern.
15	School Office Timings - 09:00 am to 01:00 pm on business days.
16	The school and school office will remain closed on Second Saturday of every month.
17	Bonafide Certificate will be produced within 3 days after sending a mail to the school. Bonafide certificate will be provided after the school receives a mail.
18	Parents can meet Principal/VP with prior appointment only. For any queries or concern they can send mail on queries.jis@gmail.com
19	Formal Attire should be/expected during visiting school. No Short/Three Fourth is allowed.
20	Each child should have at least 75% overall attendance in Term-1 and Term-2 respectively.