

## **WEEKLY BLOCK TEST POLICY, 2012**

To cultivate reading habits and love for books and to instill judicious use of time by the visually impaired children, we shall follow weekly block test system for all the subjects and classes. The test shall be treated as a part of continuous assessment (CA) and shall be formally recorded by each subject/class teacher and shall be used for supporting the learning of the students.

1. The block test system shall begin with immediate effect from 1<sup>st</sup> week of April 2012 (2/4/2012).
2. The time allotted for the test is the PE program and morning assembly on every Monday.
3. The concerned subject teacher(s) shall/have test questions answerable within 30-35 minutes (8:25-9:00).
4. It should not affect the normal instructional hours allotted for the subject/class.
5. The test shall apply to all the subjects/classes from PP-VI.
6. The concern subject teacher should inform the concern class teacher and class about the test ahead of time (1 of 2 days ahead).
7. During the test day there will be no morning assembly. However, all the staff shall report to the institute in time irrespective of test/working days.
8. In the absentia of both the testee and the tester, a separate day may be arranged individually without affecting the instructional hours.
9. It is mandatory for the subject teacher to formally record the test and maintain a student's portfolio as per the format below:

Subject	Block	Topic	Details of Mark		Remarks
			Full Marks	Mark obtained	

### **OTHERS: Amendment for TOD duties**

1. During the government holiday, there shall be supervised evening study under the TOD of the day.
2. If the working day is followed by government holiday, there will be no evening study.