

Circular No.130/2021-22

9th February 2022

Dear Parents,

Kindly be informed that Annual Exam for **Grades I-V** will be conducted **via online mode**.

General Instruction:

1. The annual exam will be conducted as per the time schedule given in the date sheet.
2. The zoom meeting ID of the teachers will be shared before the exam.
3. Stable internet connection is required for the annual exam. In case any parent is unable to provide stable internet facility or access to laptop/tablet/mobile at the time of Online Exam, then kindly send the child to school for physical exam. We request the parent to send out a mail regarding the same.
4. We request you to be around your ward when they take the online exams to ensure that they are adapting and attempting the exam fairly. This will help us evaluate and fine tune the technique of assessing students.
5. Candidate should be seated in front of the desktop / Laptop/ mobile, facing the screen and webcam throughout the entire duration of the test.
6. Student should report to his exam desk ten minutes before the commencement of the exam.
7. Ensure comfortable seating arrangements.
8. Student should write his/her name, date, grade, subject, page number etc., on the given space in the answer sheet.
9. The dates on which no examination is scheduled are meant for study leave.
10. The students need to send their answer sheet on time to the respective subject teachers. Late submission will not be accepted. Re-exam will be conducted for those students who don't submit their answer sheets on time.
11. Due to any unforeseen situation, if the child is not able to attend the exam, then kindly send a mail regarding the same.
12. Kindly help your ward to send the answer sheets on time.

13. In case of any concern during the exam, kindly contact the subject teachers/coordinator/Admin.

14. Important contact numbers and mail ID

✚ Contact Number: 7997999722/9100003009

✚ Email ID: avnvidainternationalschool@yahoo.com/ principalavnvidais@gmail.com

Your prompt support is highly appreciated.



Principal