



Educational plan for school/kindergarten MES Indian School

Academic year 2025-26

New school

Updating the educational plan for an existing school ✓

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## Introduction

M.E.S. Indian School, Doha, established in 1974, is an English Medium School, recognized by the Ministry of Education & Higher Education, state of Qatar and affiliated to the Central Board of Secondary Education, Delhi, one of the Gulf's premier educational institutions. The school with its campus has attained unparalleled status and stability in Doha. M.E.S. Indian School has carved a niche for itself in the academic, cultural, literary, sports and games domain among the C.B.S.E. affiliated schools in the Gulf and at the national level. We are the first in Qatar to introduce e-learning for all classes.

Believing that education is a fundamental pillar of societal progress, the school administration has adopted the verse from the Quran, "And say, 'My Lord, increase me in knowledge,'" as its motto. The school strives to disseminate education among students using modern and advanced methods. It also works to instill good morals and strengthen Qatari national identity in its students, fostering respect for the values and heritage of Qatari society.

The school provides a stimulating and progressive environment based on creativity and innovation, contributing to the development and enhancement of its students' abilities so they can contribute to building their communities and facing the challenges of the future.

Curriculum	Central Board of Secondary Education (CBSE), Delhi, India
Language of teaching	English
Age group	3 years to 19 years
Target group	Grade KG I to Grade XII
School's address & location	Building No.16, Street No.697, Zone 56, Abuhamour. Email: <a href="mailto:mes@mesqatar.org">mes@mesqatar.org</a> , <a href="mailto:info@mesqatar.org">info@mesqatar.org</a> Web: <a href="http://www.mesqatar.org">www.mesqatar.org</a> , +974 4457 2888

## Article 1 - Is the vision, mission and objectives of the school/kindergarten.

### Vision

#### *Our Vision is:*

To impart high quality education ensuring a safe, child-centric, disciplined, creative, techno friendly learning environment which focuses on holistic development of students through continuous progress.

### Mission

#### *Our Mission is:*

To provide a self-motivated, competency based and inquiry-based learning environment well supported by excellent teaching faculty, latest teaching aids and infrastructure facilities which will motivate and groom students to face future challenges with confidence.

### Educational Objectives

- To promote positive behaviour, Qatari National Identity and Qatar Culture among students.
- To provide harmonious learning environment that promotes ethnic inclusiveness and cultural diversity.
- To provide outstanding educational, co-curricular, extra-curricular and infrastructure facilities at par with international standards and other applicable regulatory requirements.
- To provide purposeful learning experiences that will help students develop in various ways.
- To enhance creative and critical thinking in students.
- To involve all staff in adopting a quality approach, integrating the principles of continual improvement consistent with Quality Management System and complying with ISO 9001:2015 and Qatar National School Accreditation (QNSA).

- To provide healthy and congenial environment in the campus.
- To ensure holistic development of students.
- To support students with differential learning needs.
- To promote students to express their talents in the various literary, cultural, sports and games activities organized in and outside the school campus at the Inter-House, Inter-School, National and International Levels.
- To develop social responsibility among students by means of donation for the needy and to participate in other social cause as per the need.
- To instil spiritual values in the students by holding classes in Qur'an and Islamic studies for Muslim boys and girls.
- To develop moral values through value education and life skill classes.

## Article 2: Organizational Structure

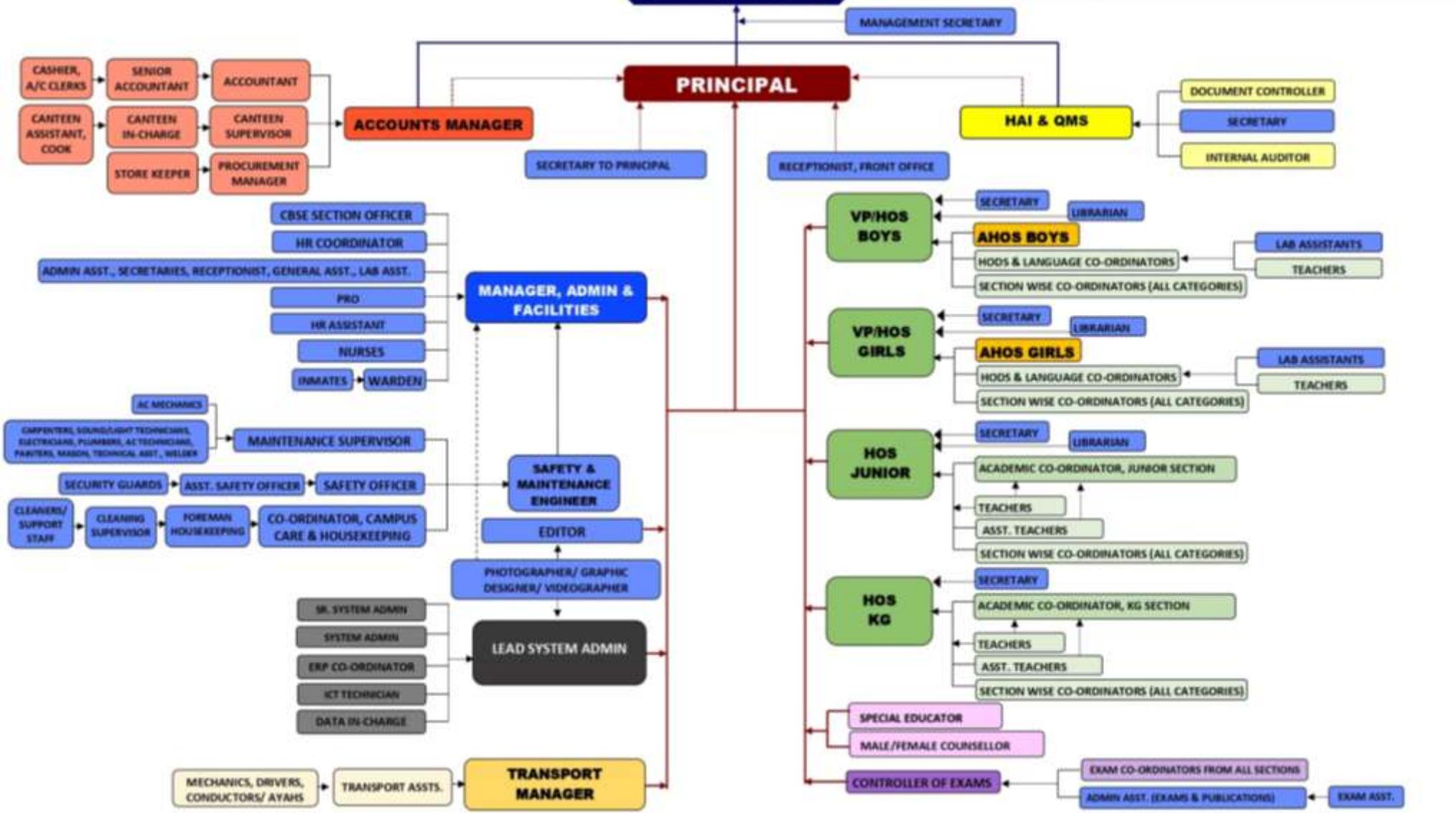
- The number of staff in the structure is proportional to the number of students, the academic level, and the number of classes.
- The organizational structure includes all positions in accordance with the regulations of the Ministry of Education and Higher Education.
- The school adheres to the appointment regulations issued by the Ministry's Private Schools Licensing Department.



**M.E.S INDIAN SCHOOL, DOHA-QATAR**  
**ORGANIZATION CHART**  
 Appendix 1, Rev 13, dtd. 1<sup>st</sup> January 2026

ERP	: Enterprise Resource Planning
HAI & QMS	: Head of Academic Inspection & Quality Management System
HOD	: Head of Department
AHOS	: Assistant Head of Section
HOS	: Head of Section
ICT	: Information & Communication Technology
VP	: Vice Principal

**GOVERNING BOARD**



### Article 3: Academic Year and School Calendar

#### School Timings

##### Timings

- Classes I to XII : 6.45 a.m. to 1.30 p.m.
- Kindergarten : 6.45 a.m. to 10.30 a.m.
- Evening Batch : 2.00 p.m. to 7.00 p.m.

##### Break Timings

- Morning School**  
8.50 a.m. to 9.10 a.m. &  
11.50 a.m. to 12.10 p.m.

- Evening School**  
3.45 p.m. to 4.00 p.m. &  
5.00 p.m. to 5.15 p.m.

- The class allocation/period time complies with the curriculum.
- Well supported co-curricular and extra-curricular activities are part of learning programme.



*Handwritten signature and date: 5/11/25*

M.E.S INDIAN SCHOOL, DOHA-QATAR		
SCHOOL CALENDAR FOR THE ACADEMIC YEAR 2025-2026		
APRIL 2025		
DATE	DAY	SCHEDULE
1	TUESDAY	EID-AL- FITR HOLIDAYS (TENTATIVE)
2	WEDNESDAY	
3	THURSDAY	
4	FRIDAY	HOLIDAY
5	SATURDAY	HOLIDAY FOR STUDENTS
6	SUNDAY	SCHOOL REOPENS FOR ACADEMIC YEAR 2025-26 (TENTATIVE)
7	MONDAY	WORLD HEALTH DAY UNIT TEST 1 FOR CLASSES X & XII
8	TUESDAY	REOPENING FOR KG I
9	WEDNESDAY	REOPENING FOR KG II SELECTION OF CLASS LEADERS & CLUB SECRETARIES
10	THURSDAY	SELECTION OF SCOUTS / GUIDES / CCF / CUBS & BULBULS
11	FRIDAY	HOLIDAY
12	SATURDAY	HOLIDAY FOR STUDENTS
13	SUNDAY	
14	MONDAY	
15	TUESDAY	
16	WEDNESDAY	
17	THURSDAY	
18	FRIDAY	HOLIDAY - WORLD HERITAGE DAY
19	SATURDAY	HOLIDAY FOR STUDENTS
20	SUNDAY	
21	MONDAY	
22	TUESDAY	WORLD EARTH DAY
23	WEDNESDAY	
24	THURSDAY	RED COLOR DAY - KG SECTION/INVESTITURE CEREMONY
25	FRIDAY	HOLIDAY
26	SATURDAY	HOLIDAY FOR STUDENTS
27	SUNDAY	
28	MONDAY	
29	TUESDAY	
30	WEDNESDAY	

Note: Activity Schedule / Exam Schedules are tentative.

Total no of working days in April 2025 = 19

Dates are tentative, subject to revisions from MOE.

M.E.S INDIAN SCHOOL, DOHA-QATAR		
SCHOOL CALENDAR FOR THE ACADEMIC YEAR 2025-2026		
MAY 2025		
DATE	DAY	SCHEDULE
1	THURSDAY	INTERNATIONAL LABOUR DAY
2	FRIDAY	HOLIDAY
3	SATURDAY	HOLIDAY FOR STUDENTS
4	SUNDAY	HOLIDAY FOR STUDENTS
5	MONDAY	
6	TUESDAY	
7	WEDNESDAY	
8	THURSDAY	YELLOW COLOUR DAY -KG SECTION PAI FOR CLASSES I TO VIII UNIT TEST 1 FOR CLASSES IX & XI UNIT TEST 2 FOR CLASSES X & XII WORLD RED CROSS DAY
9	FRIDAY	HOLIDAY
10	SATURDAY	HOLIDAY FOR STUDENTS
11	SUNDAY	MOTHER'S DAY
12	MONDAY	
13	TUESDAY	
14	WEDNESDAY	
15	THURSDAY	PTM FOR GIRLS' & JUNIOR SECTION
16	FRIDAY	HOLIDAY
17	SATURDAY	HOLIDAY FOR STUDENTS
18	SUNDAY	
19	MONDAY	PHL CEREMONY FOR BOYS' & GIRLS' SECTIONS
20	TUESDAY	PHL CEREMONY FOR JUNIOR SECTION
21	WEDNESDAY	PHL CEREMONY FOR JUNIOR SECTION
22	THURSDAY	BLUE COLOR DAY- KG SECTION PTM FOR KG SECTION
23	FRIDAY	HOLIDAY
24	SATURDAY	HOLIDAY FOR STUDENTS
25	SUNDAY	
26	MONDAY	TEST IN GRADED SUBJECTS FOR CLASSES I TO XII
27	TUESDAY	
28	WEDNESDAY	KIDS FESTIVAL- KG SECTION - YOUTH FESTIVAL
29	THURSDAY	KIDS FESTIVAL- KG SECTION - YOUTH FESTIVAL PTM FOR BOYS' SECTION
30	FRIDAY	HOLIDAY
31	SATURDAY	HOLIDAY FOR STUDENTS

Note: Activity Schedule / Exam Schedules are tentative.

Total no of working days in May 2025 = 20  
Cumulative total (April 2025 to May 2025) = 39

Dates are tentative, subject to revisions from MOE.

M.E.S INDIAN SCHOOL, DOHA-QATAR		
SCHOOL CALENDAR FOR THE ACADEMIC YEAR 2025-2026		
JUNE 2025		
DATE	DAY	SCHEDULE
1	SUNDAY	PRACTICAL EXAMS FOR CLASSES XI & XII
2	MONDAY	
3	TUESDAY	
4	WEDNESDAY	
5	THURSDAY	GREEN COLOUR DAY- KG SECTION WORLD ENVIRONMENT DAY
6	FRIDAY	HOLIDAY
7	SATURDAY	EID - AL - ADHA (TENTATIVE)
8	SUNDAY	
9	MONDAY	
10	TUESDAY	
11	WEDNESDAY	
12	THURSDAY	
13	FRIDAY	HOLIDAY
14	SATURDAY	HOLIDAY FOR STUDENTS
15	SUNDAY	TERM END ASSESSMENT FOR CLASSES I TO VIII AND CLASSES XI TO XII PA 1 FOR CLASSES IX & X
16	MONDAY	
17	TUESDAY	
18	WEDNESDAY	
19	THURSDAY	WORLD FATHER'S DAY
20	FRIDAY	HOLIDAY
21	SATURDAY	HOLIDAY FOR STUDENTS
22	SUNDAY	
23	MONDAY	
24	TUESDAY	
25	WEDNESDAY	
26	THURSDAY	
27	FRIDAY	HOLIDAY
28	SATURDAY	HOLIDAY FOR STUDENTS
29	SUNDAY	
30	MONDAY	

Note: Activity Schedule / Exam Schedules are tentative.

Total no of working days in June 2025 = 19  
Cumulative total (April 2025 to June 2025) = 58

Dates are tentative, subject to revisions from MOE.

M.E.S INDIAN SCHOOL, DOHA-QATAR		
SCHOOL CALENDAR FOR THE ACADEMIC YEAR 2025-2026		
JULY 2025		
DATE	DAY	SCHEDULE
1	TUESDAY	
2	WEDNESDAY	
3	THURSDAY	LAST WORKING DAY FOR STUDENTS BEFORE SUMMER VACATION
4	FRIDAY	HOLIDAY
5	SATURDAY	LAST WORKING DAY FOR TEACHERS BEFORE SUMMER VACATION
6	SUNDAY	SUMMER VACATION FOR STUDENTS 06-07-2025 TO 30-08-2025
7	MONDAY	
8	TUESDAY	
9	WEDNESDAY	
10	THURSDAY	
11	FRIDAY	
12	SATURDAY	
13	SUNDAY	
14	MONDAY	
15	TUESDAY	
16	WEDNESDAY	
17	THURSDAY	
18	FRIDAY	
19	SATURDAY	
20	SUNDAY	
21	MONDAY	
22	TUESDAY	
23	WEDNESDAY	
24	THURSDAY	
25	FRIDAY	
26	SATURDAY	
27	SUNDAY	
28	MONDAY	
29	TUESDAY	
30	WEDNESDAY	
31	THURSDAY	

Note: Activity Schedule / Exam Schedules are tentative.

Total no of working days in July 2025 = 3  
Cumulative total (April 2025 to July 2025) = 61

Dates are tentative, subject to revisions from MOE.

M.E.S INDIAN SCHOOL DOHA-QATAR		
SCHOOL CALENDAR FOR THE ACADEMIC YEAR 2025-2026		
AUGUST 2025		
DATE	DAY	SCHEDULE
1	FRIDAY	SUMMER VACATION FOR STUDENTS (06-07-2025 TO 30-08-2025)
2	SATURDAY	
3	SUNDAY	
4	MONDAY	
5	TUESDAY	
6	WEDNESDAY	
7	THURSDAY	
8	FRIDAY	
9	SATURDAY	
10	SUNDAY	
11	MONDAY	
12	TUESDAY	
13	WEDNESDAY	
14	THURSDAY	
15	FRIDAY	INDEPENDENCE DAY
16	SATURDAY	SCHOOL REOPENS FOR TEACHERS AFTER SUMMER VACATION
17	SUNDAY	
18	MONDAY	
19	TUESDAY	
20	WEDNESDAY	
21	THURSDAY	
22	FRIDAY	
23	SATURDAY	
24	SUNDAY	
25	MONDAY	
26	TUESDAY	SCHOOL REOPENS FOR STUDENTS AFTER SUMMER VACATION
27	WEDNESDAY	
28	THURSDAY	
29	FRIDAY	
30	SATURDAY	
31	SUNDAY	

Note: Activity Schedule / Exam Schedules are tentative.

Total no of working days in Aug 2025 = 1  
Cumulative total (April 2025 to Aug 2025) = 62

Dates are tentative, subject to revisions from MOE.

M.E.S INDIAN SCHOOL DOHA-QATAR		
SCHOOL CALENDAR FOR THE ACADEMIC YEAR 2025-2026		
SEPTEMBER 2025		
DATE	DAY	SCHEDULE
1	MONDAY	
2	TUESDAY	
3	WEDNESDAY	
4	THURSDAY	
5	FRIDAY	TEACHERS' DAY - HOLIDAY
6	SATURDAY	HOLIDAY FOR STUDENTS
7	SUNDAY	
8	MONDAY	GRAND-PARENTS' DAY- JUNIOR SECTION
9	TUESDAY	
10	WEDNESDAY	GRAND-PARENTS' DAY- KG SECTION
11	THURSDAY	
12	FRIDAY	HOLIDAY
13	SATURDAY	HOLIDAY FOR STUDENTS
14	SUNDAY	
15	MONDAY	KID'S QUIZ FOR JUNIOR SECTION
16	TUESDAY	
17	WEDNESDAY	
18	THURSDAY	GO GREEN / QUIZ COMPETITION -INQUISITIVE
19	FRIDAY	HOLIDAY
20	SATURDAY	HOLIDAY FOR STUDENTS
21	SUNDAY	FIELD TRIP FOR CLASS IX TO XII EDUCATION TOUR FOR CLASSES I TO IV
22	MONDAY	
23	TUESDAY	
24	WEDNESDAY	
25	THURSDAY	
26	FRIDAY	HOLIDAY
27	SATURDAY	HOLIDAY FOR STUDENTS
28	SUNDAY	
29	MONDAY	
30	TUESDAY	

Note: Activity Schedule / Exam Schedules are tentative.

Total no of working days in Sep 2025 = 22  
Cumulative total (April 2025 to Sep 2025) = 84

Dates are tentative, subject to revisions from MOE.

M.E.S INDIAN SCHOOL, DOHA-QATAR		
SCHOOL CALENDAR FOR THE ACADEMIC YEAR 2025-2026		
OCTOBER 2025		
DATE	DAY	SCHEDULE
1	WEDNESDAY	
2	THURSDAY	GANDHI JAYANTI PARENT TEACHER MEETING FOR KG SECTION
3	FRIDAY	HOLIDAY
4	SATURDAY	HOLIDAY FOR STUDENTS
5	SUNDAY	UNIT TEST 3 FOR CLASS X & XII
6	MONDAY	
7	TUESDAY	
8	WEDNESDAY	
9	THURSDAY	SCIENCE EXHIBITION PROJECT DAY FOR JUNIOR SECTION
10	FRIDAY	HOLIDAY
11	SATURDAY	HOLIDAY FOR STUDENTS
12	SUNDAY	PA 2 FOR CLASSES I TO IX UNIT TEST 2 FOR CLASS XI
13	MONDAY	PROJECT BASED EXHIBITION FOR KG SECTION
14	TUESDAY	
15	WEDNESDAY	SPORTS DAY FOR BOYS' SECTION
16	THURSDAY	SPORTS DAY FOR GIRLS' SECTION PTM FOR BOYS' SECTION
17	FRIDAY	HOLIDAY
18	SATURDAY	HOLIDAY FOR STUDENTS
19	SUNDAY	FIELD TRIP FOR CLASSES V TO VIII SPORTS DAY FOR JUNIOR SECTION
20	MONDAY	
21	TUESDAY	
22	WEDNESDAY	
23	THURSDAY	SPORTS DAY FOR KG SECTION PTM 2 FOR GIRLS' & JUNIOR SECTION
24	FRIDAY	HOLIDAY
25	SATURDAY	HOLIDAY FOR STUDENTS
26	SUNDAY	MID SEMESTER BREAK 26-10-2025 TO 30-10-2025
27	MONDAY	
28	TUESDAY	
29	WEDNESDAY	
30	THURSDAY	
31	FRIDAY	

Note: Activity Schedule / Exam Schedules are tentative.

Total no of working days in Oct 2025 = 17  
Cumulative total (April 2025 to Oct. 2025) = 101

Dates are tentative, subject to revisions from MOE.

M.E.S INDIAN SCHOOL, DOHA-QATAR		
SCHOOL CALENDAR FOR THE ACADEMIC YEAR 2025-2026		
NOVEMBER 2025		
DATE	DAY	SCHEDULE
1	SATURDAY	HOLIDAY FOR STUDENTS
2	SUNDAY	SCHOOL REOPENS FOR STUDENTS AFTER MID YEAR SEMESTER TEST IN GRADED SUBJECT FOR CLASSES IX TO XII
3	MONDAY	
4	TUESDAY	DRESS UP DAY FOR KG SECTION
5	WEDNESDAY	
6	THURSDAY	SIRAT-UN-NABI
7	FRIDAY	HOLIDAY
8	SATURDAY	HOLIDAY FOR STUDENTS
9	SUNDAY	REVISION TEST FOR CLASS XII PA 2 FOR CLASS X
10	MONDAY	
11	TUESDAY	
12	WEDNESDAY	
13	THURSDAY	
14	FRIDAY	CHILDRENS' DAY
15	SATURDAY	HOLIDAY FOR STUDENTS
16	SUNDAY	
17	MONDAY	
18	TUESDAY	
19	WEDNESDAY	
20	THURSDAY	THANKS GIVING DAY FOR KG SECTION
21	FRIDAY	HOLIDAY
22	SATURDAY	HOLIDAY FOR STUDENTS
23	SUNDAY	
24	MONDAY	
25	TUESDAY	
26	WEDNESDAY	KG DAY
27	THURSDAY	ANNUAL DAY
28	FRIDAY	ANNUAL DAY
29	SATURDAY	HOLIDAY FOR STUDENTS
30	SUNDAY	

Note: Activity Schedule / Exam Schedules are tentative.

Total no of working days in Nov 2025 = 21  
Cumulative total (April 2025 to Nov. 2025) = 122

Dates are tentative, subject to revisions from MOE.

M.E.S INDIAN SCHOOL, DOHA-QATAR		
SCHOOL CALENDAR FOR THE ACADEMIC YEAR 2025-2026		
DECEMBER 2025		
DATE	DAY	SCHEDULE
1	MONDAY	FIELD TRIP FOR KG SECTION
2	TUESDAY	PRACTICAL EXAM FOR CLASS XI PRE BOARD 1 FOR CLASSES X & XII
3	WEDNESDAY	
4	THURSDAY	
5	FRIDAY	HOLIDAY
6	SATURDAY	HOLIDAY FOR STUDENTS
7	SUNDAY	
8	MONDAY	
9	TUESDAY	
10	WEDNESDAY	
11	THURSDAY	DEBATE FOR JUNIOR SECTION
12	FRIDAY	HOLIDAY
13	SATURDAY	HOLIDAY FOR STUDENTS/ FAREWELL FOR CLASS XII
14	SUNDAY	
15	MONDAY	
16	TUESDAY	WINTER CAMP FOR KG SECTION
17	WEDNESDAY	FUN DAY FOR KG SECTION WINTER CAMP FOR CLASSES I TO IV
18	THURSDAY	QATAR NATIONAL DAY - HOLIDAY
19	FRIDAY	HOLIDAY
20	SATURDAY	HOLIDAY FOR STUDENTS
21	SUNDAY	
22	MONDAY	
23	TUESDAY	
24	WEDNESDAY	WINTER CAMP FOR CLASSES V - VIII
25	THURSDAY	LAST WORKING DAY FOR STUDENTS BEFORE MID YEAR BREAK
26	FRIDAY	HOLIDAY
27	SATURDAY	HOLIDAY FOR STUDENTS
28	SUNDAY	
29	MONDAY	MID YEAR BREAK (28-12-2025 TO 11-01-2026)
30	TUESDAY	
31	WEDNESDAY	

Note: Activity Schedule / Exam Schedules are tentative.

Total no of working days in Dec 2025 = 18  
Cumulative total (April 2025 to Dec 2025) = 140

Dates are tentative, subject to revisions from MOE.

M.E.S INDIAN SCHOOL, DOHA-QATAR		
SCHOOL CALENDAR FOR THE ACADEMIC YEAR 2025-2026		
JANUARY 2026		
DATE	DAY	SCHEDULE
1	THURSDAY	NEW YEAR
2	FRIDAY	
3	SATURDAY	HOLIDAY
4	SUNDAY	MID YEAR BREAK (28-12-2025 TO 11-01-2026)
5	MONDAY	
6	TUESDAY	
7	WEDNESDAY	
8	THURSDAY	
9	FRIDAY	HOLIDAY
10	SATURDAY	HOLIDAY FOR STUDENTS
11	SUNDAY	
12	MONDAY	REOPENING FOR STUDENTS AFTER MID YEAR BREAK
13	TUESDAY	
14	WEDNESDAY	CBSE BOARD PRACTICAL FOR CLASS XII (TENTATIVE)
15	THURSDAY	PA3 FOR CLASSES I TO X MODEL EXAM FOR CLASS XI PTM 3 FOR KG SECTION & BOYS' SECTION
16	FRIDAY	HOLIDAY
17	SATURDAY	HOLIDAY FOR STUDENTS
18	SUNDAY	PRE BOARD 2 FOR CLASSES X & XII (TENTATIVE)
19	MONDAY	
20	TUESDAY	
21	WEDNESDAY	
22	THURSDAY	PTM3 FOR GIRLS' & JUNIOR SECTION
23	FRIDAY	HOLIDAY
24	SATURDAY	HOLIDAY FOR STUDENTS
25	SUNDAY	
26	MONDAY	REPUBLIC DAY
27	TUESDAY	
28	WEDNESDAY	
29	THURSDAY	
30	FRIDAY	HOLIDAY
31	SATURDAY	HOLIDAY FOR STUDENTS

Note: Activity Schedule / Exam Schedules are tentative.

Total no of working days in Jan 2026 = 13  
Cumulative total (April 2025 to Jan 2026) = 153

Dates are tentative, subject to revisions from MOE.

M.E.S INDIAN SCHOOL, DOHA-QATAR		
SCHOOL CALENDAR FOR THE ACADEMIC YEAR 2025-2026		
FEBRUARY 2026		
DATE	DAY	SCHEDULE
1	SUNDAY	TEST IN GRADED SUBJECTS FOR CLASSES I TO VIII
2	MONDAY	ANNUAL EXAMINATION FOR CLASSES IX & XI FAIRY TALE DAY FOR KG SECTION
3	TUESDAY	
4	WEDNESDAY	
5	THURSDAY	
6	FRIDAY	HOLIDAY
7	SATURDAY	HOLIDAY FOR STUDENTS
8	SUNDAY	
9	MONDAY	
10	TUESDAY	QATAR NATIONAL SPORTS DAY
11	WEDNESDAY	
12	THURSDAY	
13	FRIDAY	HOLIDAY
14	SATURDAY	HOLIDAY FOR STUDENTS
15	SUNDAY	
16	MONDAY	
17	TUESDAY	GRADUATION DAY FOR KG SECTION
18	WEDNESDAY	RESULT DECLARATION FOR CLASSES IX & XI
19	THURSDAY	RAMADAN BEGINS
20	FRIDAY	HOLIDAY
21	SATURDAY	HOLIDAY FOR STUDENTS
22	SUNDAY	ANNUAL EXAMINATION FOR CLASSES I TO VIII
23	MONDAY	
24	TUESDAY	
25	WEDNESDAY	
26	THURSDAY	
27	FRIDAY	HOLIDAY
28	SATURDAY	HOLIDAY FOR STUDENTS

Note: Activity Schedule / Exam Schedules are tentative.

Total no of working days in Feb 2026 = 19  
Cumulative total (April 2025 to Feb 2026) = 172

Dates are tentative, subject to revisions from MOE.

M.E.S INDIAN SCHOOL, DOHA-QATAR		
SCHOOL CALENDAR FOR THE ACADEMIC YEAR 2025-2026		
MARCH 2026		
DATE	DAY	SCHEDULE
1	SUNDAY	NEW SESSION BEGINS FOR CLASSES X & XII - 2026-2027 BATCH
2	MONDAY	
3	TUESDAY	
4	WEDNESDAY	
5	THURSDAY	
6	FRIDAY	HOLIDAY
7	SATURDAY	HOLIDAY FOR STUDENTS
8	SUNDAY	
9	MONDAY	
10	TUESDAY	
11	WEDNESDAY	
12	THURSDAY	
13	FRIDAY	HOLIDAY
14	SATURDAY	HOLIDAY FOR STUDENTS
15	SUNDAY	
16	MONDAY	
17	TUESDAY	
18	WEDNESDAY	RESULT DECLARATION FOR CLASS I TO VIII RESULT DECLARATION DAY FOR KG SECTION
19	THURSDAY	
20	FRIDAY	EID-AL- FITR HOLIDAYS (TENTATIVE)
21	SATURDAY	HOLIDAY FOR STUDENTS
22	SUNDAY	
23	MONDAY	
24	TUESDAY	
25	WEDNESDAY	
26	THURSDAY	
27	FRIDAY	HOLIDAY
28	SATURDAY	HOLIDAY FOR STUDENTS
29	SUNDAY	ORIENTATION FOR TEACHERS
30	MONDAY	
31	TUESDAY	

Note: Activity Schedule / Exam Schedules are tentative.

Total no of working days in Mar 2026 = 14  
Cumulative total (April 2025 to Mar 2026) = 186

Dates are tentative, subject to revisions from MOE.

## Article 4: Curriculum

The school is affiliated to the Central Board of Secondary Education, Delhi and follows CBSE curriculum.

The three compulsory subjects are: Islamic Education, Arabic Language (for Arab students), and Qatari History for all students from grades 1 to 9 (Ministry curriculum).

The school has an Educational Resources Review Committee comprised of experienced teachers who review the resources to ensure their accuracy, compliance with the specifications of the Ministry of Education and Higher Education, and their freedom from content that contradicts the values, customs, and traditions of the State of Qatar.

### **CURRICULUM OVERVIEW**

#### **PRE-PRIMARY CLASSES (KINDERGARTEN - I & II)**

English, Mathematics, General Knowledge, Conversation/ EVS/ Science, Art & Craft, P.T., Swimming, Computer Science, Music, Dance, yoga, DEAR period, I Love Qatar (Qatar History).

#### **PRIMARY CLASSES (I TO IV)**

English, Modern Mathematics, E.V.S., Qatar History, Islamic Studies/Moral Science. Computer Science, Art & Craft, Music, Dance, Physical Education, and General Knowledge are included as graded subjects in classes I to IV.

Second Language - (Hindi/Malayalam/French/Arabic/Urdu/Tamil)

Third Language - (Hindi/Malayalam/French/Arabic/Urdu/Tamil)

Class II – IV)

Those who opt for French/ Malayalam/ Urdu/ Arabic/ Tamil as second language shall learn Hindi as third language. However, Hindi will be taught either as second or third language.

This subject will be offered only if sufficient number of students opt.

### **MIDDLE SCHOOL CLASSES (V TO VIII)**

English, Modern Mathematics, Science, Social Science, Qatar History, Physical Education, Art Education, Work Education, General Knowledge, and Artificial intelligence.

Second Language - (Hindi/Malayalam/French/Arabic/Urdu/Tamil)

Third Language - (Arabic/ Malayalam/ Urdu/ Kannada/ French/Hindi)

(Class V - VIII)

Those who opt French/ Malayalam/Tamil/Arabic/Urdu as second language shall learn Hindi as third language. However, Hindi will be taught either as second or third language to students of Indian nationality.

### **Note:**

- ✓ *For other nationalities, Hindi is not compulsory either as Second or Third language.*
- ✓ *Qatar History, Islamic Studies/Moral Education is compulsory in classes KG to VIII.*

### **SECONDARY CLASSES (IX & X)**

English Language & Literature, Mathematics, Science, Social Science, Qatar History. Value education, Health Education and Physical Education, Art Education and Work Education will be the subjects for internal assessment.

Second Language - (Hindi/French/Malayalam/Arabic/ Urdu/Tamil)

Introduction of Artificial Intelligence for IX & X.

### SENIOR SECONDARY CLASSES (XI-XII)

Sl. No.	STREAM			
		Group I	Group II	Group III
1.	SCIENCE	English Core, Mathematics, Physics, Chemistry & Biology	English Core, Mathematics, Physics, Chemistry and Engineering Graphics or Computer Science or Informatics Practices or Psychology	English Core, Physics, Chemistry, Biology and Computer Science or Informatics Practices or Home Science or Physical Education or Psychology.
2.	COMMERCE STREAM	English Core, Accountancy, Business Studies, Economics & Mathematics/ Computer Science/ Informatics Practices/ Home Science/ Physical Education/ Psychology.		
3.	ARTS/ HUMANITIES STREAMS	English Core, History, Economics, Physical Education & Computer Science or Informatics Practices or Home Science or Psychology.		

**General Studies, Physical & Health Education and Work Education will be the subjects for Internal Assessment.**

**Skill Subject Optional - Design, Marketing, Tourism and Early Childhood Care and Education.**

**Note:**

- 1) The scheme of subjects may be changed as required/advised by the Central Board of Secondary Education, Delhi.
- 2) Change of optional subjects in class XI after the First Term will not be entertained. No such change in class XII.
- 3) **Topics/paragraphs/references/quotations/diagrams that are against the principles of Islam and the laws of the host country, if found in the textual material, will be deleted.**

## Article 5: Educational Resources

All books and learning resources are reviewed by the Resource review committee and all course content is ensured to be free from any objectionable material and nothing against the Country or Islamic values is mentioned in the books.

The school has a well-stocked library for children to explore more references for their learning. Also, a digital library is established in the school where students have access to E- content and the link to digital library is available on the school website.

### Important links

Sl. No.	Description	Link
1.	Digital Library	<a href="https://mesqatar.org/digital-library.html">https://mesqatar.org/digital-library.html</a>
2.	CBSE	<a href="https://www.cbse.gov.in/cbsenew/cbse.html">https://www.cbse.gov.in/cbsenew/cbse.html</a>
3.	Academic Curriculum all classes	<a href="https://mesqatar.org/admission/courses-offered/">https://mesqatar.org/admission/courses-offered/</a>
4.	CBSE Academic Curriculum for grade IX to XII	<a href="https://cbseacademic.nic.in/curriculum_2026.html">https://cbseacademic.nic.in/curriculum_2026.html</a>
5.	e- learning (Students and parents' login)	<a href="https://e8.messchoolportal.org/Login.aspx">https://e8.messchoolportal.org/Login.aspx</a>
6.	Model answers for grade X & XII	<a href="https://www.cbse.gov.in/cbsenew/model-answer.html">https://www.cbse.gov.in/cbsenew/model-answer.html</a>

### Technology:

- E-learning - Students have access to e-learning content from home, for additional learning resources such as worksheets or videos on important topics.
- Digital classrooms.

### Teaching Aids:

- Yearly split-up syllabus.
- Weekly and daily lesson plan.
- Guidelines for teachers.
- Orientations and trainings for staff.
- Learning buddy concept and micro teaching.
- Presentations, charts, modules, worksheets, videos, etc.
- Mentor teacher.
- Classroom observation assistance (observe classes of senior teacher).
- Student assessment and result analysis.
- Holistic report card for grade I to IV
- Anecdotal records.
- School calendar.

## Article 6: Curricular and Extracurricular Activities

- Co-curricular activities such as games, sports, music (classical/vocal/instrumental), dance, orchestra, gymnastics, dramatics, debate, public speaking, photography etc., are promoted. Individual and group competitions in these are conducted to bring about all-round development of the pupil. Special coaching classes are conducted for athletics and various games like Basketball, Football, Table Tennis, Volleyball, Cricket, Shuttle Badminton, Tennis, Throw ball, Taekwondo and Karate.
- Mass P.T. exercises are carried out on Thursdays.
- Students are annually taken out on picnics and educational tours. Teachers make adequate arrangements for such outings and supervise the conduct of the students. However, the Management of the school is not responsible for any unforeseen incidents like accidents or sickness during or after picnic, tours etc.
- **Houses:** Students of classes I to XII have been divided into four houses - Red, Blue, Green and Yellow. Co-curricular activities are conducted house wise to develop a healthy spirit of competition among the students.
- Participation in curricular and co-curricular activities helps the pupil in building up his/her personality. It provides a sense of responsibility and capacity for leadership. It inculcates a sense of discipline in him/her. With this aim in view, Head Boy/Girl, House Captains/ Literary Association Secretaries, Student Editors, Prefects and Students Council members are elected to develop leadership qualities.
- Extra classes will be arranged for slow learners after class hours. Those from classes IX to XII, who are listed as slow learners, shall compulsorily attend these classes. Special class will be arranged for the students of classes IX to XII during holidays/winter vacation. Attendance of all students is compulsory in such classes.
- Intensive coaching classes will be arranged for the bright students. Students of classes IX to XII will not be granted leave except in emergency cases for more than one week. Students, who are found absent for more than a week without written permission from the Principal/Head of Section, may not be permitted to attend classes.

### Article 7: The three mandatory subjects (Arabic language - Islamic education – Qatar history).

As per Ministry of Education and Higher Education (MoEHE) Guidelines, the three compulsory subjects i.e. Qatar History, Islamic Studies and Arabic (as language) are practiced in the school time table. Teachers take utmost care to teach the syllabi as proposed by MoEHE for the three compulsory subjects as per the guidelines of MoEHE.

#### 1. No. of Teaching Periods per week:

- Arabic - 6
- Islamic -3
- Qatar History - 2

#### 2. Educational Resources:

- For Arab Nationals from MOE & HE
- For Non-Arabs as per CBSE . Qatar History for Arabic and non-Arabic speakers

#### 3. Assessment:

- Two (2) Term End Examination
- Three (3) Periodic Assessment

### Article 8: National Sense/Citizenship.

In alignment with Qatar Vision 2030, our school also actively participates in and promotes various initiatives aimed at building a sustainable and diversified future for the country. Qatar Vision 2030 emphasizes four key pillars: economic development, social development, human development, and environmental sustainability.

As part of this vision, our school is committed to contributing to these goals in the following ways:

1. **Sustainability and Environmental Awareness Initiatives** : The school organizes green initiatives like tree planting, recycling campaigns, and energy conservation awareness. Students are educated about sustainable practices to help them become responsible global citizens.
2. **Economic diversification pillar of Qatar Vision 2030**: We organize workshops, science fairs, and competitions to engage students with the latest technological advancements and innovations in fields like robotics, artificial intelligence, etc.
3. **Social development goal of Vision 2030**: School organizes cultural events to support social well-being of the students as they collectively participate irrespective of their cultural and regional background. Our school actively participates in all programmes organized in connection with the Qatar National Day, all national events invited by the Ministry of Education & Higher Education and other associations, Independence Day of India, Republic Day of India, Qatar National Sports Day and other such important celebrations with great patriotism and fervor
4. **Human development pillar of Qatar Vision 2030**: Students council of the school is elected every year, and students are given opportunities to experience leadership roles.
5. **Community Engagement and Social Responsibility**: Annually iftar is organized for the labour/support staff. Students collect used clothes and toys to support people in need. Also, the scouts, guides, cubs and bulbuls of the school actively participate in beach cleaning programmes and other activities that reflect schools support towards community and social development.
6. **Qatar's Heritage and Traditional Arts Promotion**: Exhibition is organized in the school to create awareness among students about the Qatar's rich heritage and culture. Students actively celebrate Eid, garangao and festivities that are organized in Qatar on different occasions.
7. **Economic and social development goals of Vision 2030** – School has introduced e learning in the year 2011 making all classrooms as smart classrooms to support best learning experience for students. This has proved to be advantageous for the school during the covid 19. Transition of physical classrooms to

remote learning was easily accepted by the Teachers and Students and the learning outcome were well achieved.

8. **Sports and Athletic Programs Supporting Qatar's Global Image:** MES is an active supporter of Qatar FIFA world cup 2022, Asian Cup, Emir Cup, etc.
9. Few of the important programmes that the school has been participating in are listed below:
  - a. Promoting code of ethics issued by MOE & HE among all stakeholders.
  - b. Qatar National Day Celebrations
  - c. Qatar National Sports Day Celebrations
  - d. Independence Day of India
  - e. Republic Day of India
  - f. Asian Games
  - g. Emir Cup
  - h. Qatar Walkathon Campaign
  - i. Educational Tours are planned every year to visit all important places in Qatar such as the Museum of Islamic Art, Qatar Library, etc.
  - j. Beach cleaning, etc.
  - k. Exhibitions are conducted to promote the essence of Arabic Language, Qatar National Identity, its culture and heritage and Islamic Studies.
  - l. Also, different activities are organized to promote Arabic Language, Qatar National Identity, its culture and heritage and Islamic Studies.

## Article 9: Education and Learning

- CBSE norms are closely followed while appointing teachers. Qualified and experience teachers having adequate subject comprise of our teaching faculty. The teaching skills are further enhanced by regular in-house training, in-service orientation programmes and orientation by professional experts. Besides classroom observation by HODs/HOS/ HAI/Principal, students' feedback is also taken into consideration to ensure the quality teaching.
- Weekly lesson plans are prepared in advance by a panel of teachers with the help of department heads. Also, a well-planned term wise curricular activities schedule is prepared every academic year. This system ensures that the curricular, co-curricular and extra-curricular activities are organized for an effective overall growth of the children.
- Teaching involves variety of approaches that is use of self, modern teaching methods including e-learning content, group learning, buddy system, educational games, quiz, club activity, worksheets/assignments to integrate and consolidate the concept and to make learning an enjoyable experience. Teachers ensures teaching instruction and notes meets heterogeneous group of learners.
- In order to promote better learning results, conducive visual learning is promoted amongst students. All classrooms are well equipped with interactive board, white board and ICT facilities to assist e-learning. Use of power point presentation for additional reference is also practiced.
- Every section has a committee in-charge to regularly review and update the e-learning content to be in line with the CBSE curriculum and changes notified by the CBSE board.
- Students are facilitated with e-learning user ID and password to access from home to take up worksheets. It is additional support extended to develop the habit of reference to improve the subject knowledge.
- Annual professional development plans inclusive of department-wise/subject oriented training are prepared. Trainings are conducted as per schedule. New trends in education & teaching are also included to improve learning outcome.

## Article 10: Student Evaluation

- Kindergarten I & II - Continuous assessment
- **GRADING SYSTEM JUNIOR CLASSES I TO IV**

Classes	Periodic Assessment	Written Exams (Half Yearly & Annual)	
Class I	60 marks Periodic Continuous Assessment	40 marks Written Exam	
Class II	60 marks Periodic Continuous Assessment	40 marks Written Exam	
Class III	20 marks Periodic Continuous Assessment	80 marks Written Exam	
Class IV	20 marks Periodic Continuous Assessment	80 marks Written Exam	
<b>CO-SCHOLASTIC ACTIVITIES AND DISCIPLINE</b> Three-point scale (A=Outstanding, B=Very Good and C=Fair)			
<b>CO-SCHOLASTIC ACTIVITIES</b> (Areas of Assessment)		<b>DISCIPLINE</b> (Areas of Assessment)	
1) Work Education 2) Art Education 3) Health and Physical Education		Attendance, sincerity, behaviour, values, tidiness, respectfulness for rules and regulations, attitude towards society, nation and others.	
<b>GRADING SCALE</b>			
<b>CLASSES I &amp; II 5 POINT GRADING SCALE</b>		<b>CLASSES III &amp; IV 8 POINT GRADING SCALE</b>	
<b>Marks</b>	<b>Grade</b>	<b>Marks</b>	<b>Grade</b>
90 - 100	A*	91 - 100	A1
75 - 89	A	81 - 90	A2
56 - 74	B	71 - 80	B1
35 - 55	C	61 - 70	B2
Below 35	D	51 - 60	C1
		41 - 50	C2
		33 - 40	D
		32 & below	E (Needs improvement)

• **GRADING SYSTEM CLASSES V TO VIII**

Subjects	<ul style="list-style-type: none"> <li>✓ Language - 1</li> <li>✓ Language - 2</li> <li>✓ Language - 3</li> </ul>	<ul style="list-style-type: none"> <li>✓ Mathematics</li> <li>✓ Science</li> <li>✓ Social Science</li> </ul>	<ul style="list-style-type: none"> <li>✓ Any other subject</li> </ul>	
	Term - 1 (100 marks) Half Yearly Exams		Term - 2 (100 marks) Annual Exams	
<b>Periodic Assessment</b> 20 marks	<ul style="list-style-type: none"> <li>• 10 marks - Periodic Test</li> <li>• 5 marks - Sub Enrichment</li> <li>• 5 marks - Note Book Submission</li> </ul>	<ul style="list-style-type: none"> <li>• 10 marks - Periodic Test</li> <li>• 5 marks - Sub Enrichment</li> <li>• 5 marks - Note Book Submission</li> </ul>		
	<ul style="list-style-type: none"> <li>✓ Syllabus covered till announcement of test dates by school.</li> <li>✓ Note book submission &amp; Subject Enrichment at the end of the term.</li> </ul>			
<b>Written Exams</b> 80 marks	Written exam for 80 marks with syllabus covered till announcement of half yearly exam dates by school.	Written exam for 80 marks with syllabus coverage as below:		
		<i>Portions from 1<sup>st</sup> term covering significant topics</i>		<i>Portions from 2<sup>nd</sup> term</i>
		Class V	5%	} + Entire syllabus of 2 <sup>nd</sup> term.
		Class VI	10%	
		Class VII	20%	
Class VIII	30%			
<b>CO-SCHOLASTIC ACTIVITIES AND DISCIPLINE</b> Three-point scale (A=Outstanding, B=Very Good and C=Fair)				
<b>CO-SCHOLASTIC ACTIVITIES</b> (Areas of Assessment)		<b>DISCIPLINE</b> (Areas of Assessment)		
1) Work Education. 2) Art Education 3) Health and Physical Education		Attendance, sincerity, behaviour, values, tidiness, respectfulness for rules and regulations, attitude towards society, nation and others.		
<b>GRADING SCALE (8 POINT GRADING SCALE)</b>				
		<b>Marks</b>	<b>Grade</b>	
		91 - 100	A1	
		81 - 90	A2	
		71 - 80	B1	
		61 - 70	B2	
		51 - 60	C1	
		41 - 50	C2	
		33 - 40	D	
		32 & below	E (Needs improvement)	

• **GRADING SYSTEM CLASSES IX & X**

<b>Subjects</b>	<ul style="list-style-type: none"> <li>✓ English</li> <li>✓ 2<sup>nd</sup> Language</li> </ul>	<ul style="list-style-type: none"> <li>✓ Mathematics (Basic &amp; Standard)</li> <li>✓ Science    ✓ Social Science</li> </ul>
<b>Internal Assessment (20 marks)</b>		<b>Written Exams (80 marks)</b>
<ul style="list-style-type: none"> <li>• 5 marks - Periodic Test</li> <li>• 5 marks - Multiple Assessment</li> <li>• 5 marks - Portfolio</li> <li>• 5 marks - Sub Enrichment Activities</li> </ul>		<ul style="list-style-type: none"> <li>• PA-1, PA-2, PA-3</li> <li>• Annual Exam - Complete/Full Syllabus.</li> </ul>
<i>Students should secure minimum 33% marks in both written examination and internal assessment.</i>		
<b>INTERNAL ASSESSMENT</b>		
<b>Periodic tests (best two will be taken)</b>	<b>Portfolio</b>	<b>Subject Enrichment Activities</b>
<p><b>1. Pen and paper test: (5 marks)</b></p> <ul style="list-style-type: none"> <li>▪ Three tests to be conducted in an academic year.</li> <li>▪ Average of the best two to tests converted to 5 should be taken.</li> <li>▪ Syllabus -Cumulative.</li> </ul> <p><b>2. Multiple Assessment: (5 Marks)</b></p> <p>Quizzes, Oral Tests, Concept Maps, Exit Cards, Visual Expression etc.</p>	<ul style="list-style-type: none"> <li>▪ Class Work</li> <li>▪ Peer Assessment</li> <li>▪ Self-Assessment</li> <li>▪ Achievements of the student in the respective subject.</li> <li>▪ Reflections, Narrations. Journals, etc.</li> </ul>	<p><b>English &amp; other languages:</b> ASL (Assessment of speaking and listening skills)</p> <p><b>Science</b> - Practical lab work</p> <p><b>Mathematics:</b> Mathematics lab practical</p> <p><b>Social Science:</b> Map work and project work</p>
<b>CO-SCHOLASTIC ACTIVITIES AND DISCIPLINE</b>		
Five-point scale (A=Outstanding, B=Very Good, C=Fair, D=Average, E=Below Average)		
<b>CO-SCHOLASTIC ACTIVITIES (Areas of Assessment)</b>	<b>DISCIPLINE (Areas of Assessment)</b>	
<ul style="list-style-type: none"> <li>• Work Education.</li> <li>• Art Education</li> <li>• Health and Physical Education</li> </ul>	<ul style="list-style-type: none"> <li>• Attendance</li> <li>• Sincerity</li> </ul>	<ul style="list-style-type: none"> <li>• Behaviour</li> <li>• Values</li> </ul>

GRADING SCALE

Class IX (8 POINT GRADING SCALE)		Class X (9 POINT GRADING SCALE)	
<b>Marks</b>	<b>Grade</b>	<b>Grade</b>	
91 - 100	A1	A1	Top 1/8 <sup>th</sup> of the passed candidate in the subjects
81 - 90	A2	A2	Next 1/8 <sup>th</sup> of the passed candidate in the subjects
71 - 80	B1	B1	Next 1/8 <sup>th</sup> of the passed candidate in the subjects
61 - 70	B2	B2	Next 1/8 <sup>th</sup> of the passed candidate in the subjects
51 - 60	C1	C1	Next 1/8 <sup>th</sup> of the passed candidate in the subjects
41 - 50	C2	C2	Next 1/8 <sup>th</sup> of the passed candidate in the subjects
33 - 40	D	D1	Next 1/8 <sup>th</sup> of the passed candidate in the subjects
32 & below	E (Needs improvement)	D2	Next 1/8 <sup>th</sup> of the passed candidate in the subjects
		E	Failed candidates (less than 33%)

☆ **ASSESSMENT STRUCTURE FOR CLASSES XI & XII**

- Monthly Tests, First Terminal, Second Terminal Examination and Annual Examinations will be conducted for class XI.
- Monthly Tests, First Terminal, Model Examination, Pre Board Examination will be conducted for class XII.

☆ **GRADING SYSTEM CLASSES XI & XII**

**For classes XI & XII, Grade is made on a 9 point scale as follows:**

- A1 : Top 1/8<sup>th</sup> of the passed candidate in the subjects from all the sections of the class.
- A2 : Next 1/8<sup>th</sup> of the passed candidate in the subjects from all the sections of the class.
- B1 : Next 1/8<sup>th</sup> of the passed candidate in the subjects from all the sections of the class.
- B2 : Next 1/8<sup>th</sup> of the passed candidate in the subjects from all the sections of the class.
- C1 : Next 1/8<sup>th</sup> of the passed candidate in the subjects from all the sections of the class.

- C2 : Next 1/8<sup>th</sup> of the passed candidate in the subjects from all the sections of the class.  
D1 : Next 1/8<sup>th</sup> of the passed candidate in the subjects from all the sections of the class.  
D2 : Next 1/8<sup>th</sup> of the passed candidate in the subjects from all the sections of the class.  
E : Failed candidates (less than 33%)

**Result Analysis:**

- Grade wise result analysis is conducted term wise and annually to develop lesson plans and other learning resources that will enhance the learning outcomes.
- Additional support is provided to low achievers.
- Children who need additional support from the student's counsellor or the special educator to improve their academics are handled confidentially along with the support of parents. The special educator gives all support and guidance to parents in helping the child in the best possible way.
- Assessment structure is as per CBSE norms, and all promotion guidance issued by CBSE and MoEHE are followed.

**Equivalency:** Necessary support is extended to parents to obtain equivalency certificate from MoEHE.

### Article 11: School reports to monitor learning and report progress

- Parent-Teacher meetings are conducted regularly to discuss the academic performance of their wards.
- Parents shall meet the teacher concerned with prior appointment during the recess.
- Teachers also communicate the students' learning difficulties to the parents through school diary.
- Student performance record is maintained in a prescribed format.
- A Senior School Certificate Examination will be issued by CBSE, India to students who successfully complete grade XII.

## Article 12: Students with disabilities and learning difficulties (For schools that provide this service)

- The school has few students with learning difficulties. Identified students are supported by the student counsellors to obtain better learning results.
- Teachers ensures teaching instruction and notes meets heterogeneous group of learners.
- Extra coaching is given for low achievers after class hours. Similarly, bright coaching classes are conducted for high achievers.
- Lesson activities, revision tests are conducted to ensure students are prepared to meet their individual needs.
- Catch-up classes concept (zero period) for classes I to IX has been introduced for students who joined in the second term and as well as the existing low achievers to cover the portions completed in the first term. Other students were promoted to focus on revision and independent study under the supervision of a teacher. For students of classes X to XII extra coaching was given.
- Equal importance is given to all students.
- Teaching involves variety of approaches that is, use of self, modern teaching methods including e-learning content, group learning, buddy system, educational games, quiz, club activity, worksheets/assignments to integrate and consolidate the concept and to make learning an enjoyable experience.
- Individualized Education Plan (IEP) is prepared as per the need by the counsellor/special educator.
- We have the Department of Guidance and Counselling in our school which includes a Special Educator and Counsellors. Guidance and counselling has become an integral part of our school's academic programme. It cultivates in students the right kind of attitude towards life. The department aims at training the students in self-discipline, confidence building and accepting criticism constructively and constantly. It further enables the students to resolve conflicts logically, rationally and not emotionally. Students in higher secondary classes can keep themselves abreast of all career opportunities available both in India and abroad from the school's G & C centre.



- **Special Education**

Special education services are provided in the school for children who require additional support in learning due to Specific Learning Disorders.

Students who have specific difficulty in acquiring and using learning skills such as reading, writing, spelling and arithmetic can be referred to Special Educator for an assessment and further support.







## Article 13: Human Development

- We have the Department of Guidance and Counselling in our school which includes a Special Educator and Counsellors (Total 5 professionals). Guidance and counselling have become an integral part of our school's academic programme. It cultivates in students the right kind of attitude towards life. The department aims at training the students in self-discipline, confidence building and accepting criticism constructively. It further enables the students to resolve conflicts logically, rationally and not emotionally. Students in higher secondary classes can keep themselves abreast of all career opportunities available both in India and abroad from the school's G & C centre.

### Special Education

- Special education service is provided in the school for children who require additional support in learning due to Specific Learning Disorders.
- Students who have specific difficulty in acquiring and use of learning skills such as reading, writing, spelling and arithmetic can be referred to Special Educator for an assessment and further support.
- For Islamic students – Islamic education is provided and for non-Islamic students : Moral Science classes are conducted. Life skill classes focus on the social behaviours of the students and promotes them to be responsible towards society.
- Educational tours for students to support their social and emotional well-being.
- Psychology is one of the optional subjects for grade 11 and 12 students to provide career opportunities for interested students.
- Staff picnics, fun day and cultural programmes are conducted for staff to support their social and emotional well-being.

Some of the social contributions that the students have done are:

- Donations of used clothes.
  - Iftar for needy
  - Visiting palliative units.
  - Donating goodies to sick people.
  - Cleaning beach
  - Assisting in the diabetes awareness campaign.
  - Acknowledging the supporting staff on labour day with some gifts or money, etc.
  - Green campaign - planting samplings in the school campus and kitchen garden in every section of the school.
  - School supports and promotes all donation campaigns raised by the Qatar Red Crescent and Qatar Charity.
  - Necessary approvals are obtained from Ministry of Education and Higher Education and Qatar Charity to organize donation campaigns in the schools.
- The scouts, guides, cubs and bulbul also actively participate in many environmental and social activities within the school and on field trips.
  - The scouts master and guide leader attend trainings, camps and workshops organized by the Qatar Scouts and Guides Association and The Bharat Scouts and Guides, etc.

## Article 14: School Behavior

### Purpose:

The purpose of the policy aims to provide a moral framework for students' personal development so that they can become courteous and tolerant members of the society. Also, to encourage self-discipline and an awareness about the positive contribution that the individual can make to his/her life, to the school and to the society at large.

### Aims of Policy

- To make the school's expectations of behaviour clear to all students.
- To inculcate caring, considerate and co-operative behaviour among students and a proper regard for authority.
- To encourage the development of self-discipline and a sense of responsibility for one's own actions.
- To make teaching and learning effective.
- To create an environment based upon mutual respect.

### Key elements constituting the Student Behaviour Policy are as follows:

- The School's Vision and Mission statements and values it wants to see upheld.
- Rights, roles and responsibilities of each component of the school community for maintaining high behaviour standards.
- Rules, procedures and protocols setting boundaries and expectations.
- Rewards points for positive behaviour and negative marking for acts of indiscipline.
- Mechanisms for control, monitoring, follow-up and support.

- Guidance and counselling for behaviour problems.

#### **Policy - Disciplinary Actions:**

- Good code of conduct should be maintained by all the students throughout their schooling.
- School policy, rules and regulations should be followed as mentioned in the school diary and the practices prevailing in the school and the rule of the country.
- Discipline in-charges will monitor the student and school discipline on a regular basis.
- Following corrective measures shall be taken depending on the level of indiscipline displayed by the students:
  - Immediate checking of misbehavior.
  - Verbal reprimand.
  - Repeated or extra work where work is of an unacceptable standard.
  - Note to parents in the school diary.
  - Parent teacher meeting.
  - Referring to the student counsellor of the school, if required.
  - Issue of a warning.
  - Student can also be asked to leave the class if any act of indiscipline makes it exceptionally impossible to continue the lesson.
  - Students may also be suspended for some time for any repeated act of indiscipline.
  - School will also keep the option of rustivating habitual offenders with no scope for improvement in behaviour at the end of the academic year. Any, criminal offence shall be reported to the police for further action.

## DISCIPLINE PLAN/BEHAVIOUR INTERVENTION

It is important to have a behaviour intervention plan for the school in order to maintain and encourage appropriate behaviour.

The discipline issues can be classified into different categories as follows:

### MINOR/LEVEL 1

<ul style="list-style-type: none"> <li>• Incomplete homework/class work.</li> <li>• Pushing and/or running in corridors.</li> <li>• Late coming/tardiness.</li> <li>• Inappropriate uniform.</li> </ul>	<ul style="list-style-type: none"> <li>• Talking in class.</li> <li>• Non-compliance with school rules.</li> <li>• Inappropriate assembly behaviour.</li> <li>• Eating in corridors.</li> <li>• Not moving in line.</li> </ul>
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### MIDDLE/LEVEL 2

<ul style="list-style-type: none"> <li>• Inappropriate language</li> <li>• Inappropriate use of electronic equipment</li> <li>• Lying</li> </ul>	<ul style="list-style-type: none"> <li>• Use of cell phones</li> <li>• Teasing</li> <li>• Disrespecting teachers and property</li> </ul>
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### MAJOR/LEVEL 3

<ul style="list-style-type: none"> <li>• Fighting</li> <li>• Inappropriate representation of school</li> <li>• Inappropriate use of emergency equipment</li> <li>• Bunking class</li> <li>• Cheating on exams</li> <li>• Racism &amp; other forms of discrimination</li> </ul>	<ul style="list-style-type: none"> <li>• Defacing school property</li> <li>• Theft</li> <li>• Defiance</li> <li>• Inappropriate use of internet/print material</li> <li>• Verbal aggression (uttering threats)</li> <li>• Physical aggression</li> <li>• Vandalism</li> </ul>
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## INTERVENTIONS

These behaviours are handled initially by the teacher but are referred to the DISCIPLINE IN CHARGE if incidents repeat.

<ul style="list-style-type: none"> <li>• Defacing school property</li> <li>• Excessive talking</li> <li>• Failure to complete assigned work</li> <li>• Inappropriate behaviour during assemblies/school activities</li> <li>• Inappropriate hallway behaviour</li> <li>• Inappropriate internet sites and/or print material</li> <li>• Inappropriate language</li> <li>• Inappropriate use of personal equipment</li> <li>• Late coming</li> <li>• Lying</li> <li>• Non-compliance to school rules</li> <li>• Pushing in corridors &amp; staircase</li> <li>• Teasing and/or derogatory remarks</li> <li>• Use of electronic devices.</li> </ul>	<p><b>Step 1:</b></p> <p>Verbal reminder to the student of the expected appropriate behaviours.</p> <p><b>Step 2</b></p> <ul style="list-style-type: none"> <li>• Verbal reminder to the student of the expected appropriate behaviours.</li> <li>• Consequence applied by teacher.</li> <li>• Calm down corner in each class for junior classes.</li> </ul> <p><b>Step 3:</b></p> <ul style="list-style-type: none"> <li>• Verbal reminder to the student of the expected appropriate behaviours.</li> <li>• Inform parents by the teacher.</li> </ul> <p><b>Note:</b></p> <p>If there is no improvement in the behaviour the student will be referred to the counsellor for further intervention.</p>
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**Major:** These behaviours are immediately referred to the discipline in charge/counsellor and then to Principal.

Behaviours	Actions
<ul style="list-style-type: none"> <li>• Bullying</li> <li>• Defiance</li> <li>• Endangerment of Self/Others</li> <li>• Fighting</li> <li>• Inappropriate representation of school</li> <li>• Non-Emergency Fire Alarm</li> <li>• Theft</li> <li>• Vandalism</li> <li>• Verbal Aggression</li> </ul>	<p><b>Step 1</b> Referral to Discipline in charge /counsellor</p> <p><b>Step 2:</b> Home contact</p> <p><b>Step 3:</b> Meeting with parents.</p> <p><b>Step 4:</b> DETENTION if required.</p> <p><b>Step 5:</b> Written apology to offended parties before the student is permitted to the class</p>

#### Strategies for detention

Day 1- Day with counsellor where the counsellor will do the intervention.

Day 2- Day with class teacher where the student will stay with the teacher during PT period and recess.

Refer the child for additional support (external agencies).

Promote peer education by selecting and training students from each class to intervene or report the cases (Buddy Group).

**Re-entry Meeting:** A meeting will be held upon re-entry of the student after the suspension period is over with the Principal, Head of Section and Class Teacher Concerned in order to understand the attitude/behaviour change of the student. Class teacher will monitor the performance of the student for 2 weeks and submit a report with the student's progress in behaviour to the Principal through the Head of Section.

### Article 15: Health, Safety and Security

- Standard Operating Procedures for Science Labs (Bio, Chem, Phy, Home Science) are displayed in all laboratories.
- Computer lab procedure and instructions for safe use of computers and related applications are displayed in all computer laboratories.
- The campus is under surveillance and security staff deputed at different places in the campus monitor the in & out flow of students, staff and visitors.
- Exit pass is practiced for staff and students for approved exit during the school hours.
- Stay back pass is also available for monitoring the students stay after the school hours.
- Well quipped clinic with qualified Nurses are available in the campus.
- As part of safety procedure safety walk (preventive safety measures), safety sampling (a specific area is studied in detail by Safety Office), safety tour (a detailed evaluation of safety performance by the facilities team and by higher authorities), fire monitoring and mock drills (to ensure proper evacuation procedure) are practiced in the school to ensure hazard free campus.
- The school infrastructure is monitored regularly.
- The firefighting system are as per the guidance line of the Ministry of Civil Defense, State of Qatar.
- School's Emergency Rescue Team is available.
- Safety and security staff are updated regarding all safety procedures, policies and work instructions.
- Traffic near the school gates are monitored during the school opening and closing hours.
- All the exit points are Highlight.
- Emergency numbers are displayed all on the school notice boards, reception and common points which are visible.
- Gate pass in maintained for inflow and out flow of vehicle and substances.
- Personal hygiene is promoted among students. Awareness sessions are conducted by the welfare teams.
- There is a well-established personal hygiene policy.
- The welfare clinic takes care of the health and hygiene of students.

- Instruction regarding personal hygiene of students is detailed in the school diary under general guidelines. There are proforma in the school diary to mark the tardiness of the students.
- A dedicated team of housekeeping staff ensures overall cleanliness of washrooms, classrooms and other areas in the entire campus.

### **Students Safety Policy**

#### **Purpose:**

The purpose of the policy aims to provide safe and congenial environment for the students.

#### **Aims of Policy**

- To ensure safety and security of the students.
- To provide medical first aid, if any injury caused and arranging for medical support for major injuries/accident during the school hours.

#### **Key elements constituting the Students Safety Policy are as follows:**

- The School's Vision and Mission statements
- Rules of the Ministry of Education and Ministry of Civil Defense, State of Qatar

#### **Policies:**

##### **General Safety:**

- The school campus should be free of hazardous elements/equipment.
- The school infrastructure should be monitored regularly.
- Depute security staff at all gates/school entrances.
- Regular safety checks should be conducted by the security team to ensure the school safety.

- All the exits will always be kept clear and will be highlighted with illuminated sign boards.
- The school shall be equipped with Fire Alarm & Fire Fighting System and the same shall be tested and maintained as the guidelines of QCDD.
- School shall Insure the students in the public liability insurance also during the transit in the school buses.
- Regular safety checks should be conducted by the security team to ensure the school safety.
- Visitors register will be maintained with all details of the visitors.
- Maintain gate pass for inflow and out flow of vehicle and substances.
- Students will be only allowed to leave the gate with their guardian and a proper Gate Pass during the school hours.

#### **Emergencies/Accident & Incidents:**

- School shall implement & monitor an effective Emergency action plan.
- School Shall maintain an Emergency response team.
- School shall conduct Mock drills to evaluate, exercise the effectiveness of its plans, procedures and train the students and staff.
- All the emergency contact numbers shall be communicated to the students through notice boards and other evacuation sign boards installed in the hallways and corridors.
- Any Accident or Incidents will be reported as per the school procedure and the school authorities shall investigate these to identify & eliminate the root causes so as to prevent re-occurrences.

#### **Transportation Safety:**

- School shall be responsible to provide a safe transport to all students availing of the facility.
- Attendance shall be properly monitored on the bus by the conductor.
- Students below the age of 11 shall only be dropped at the doorstep to a custody.

- The students will be only picked up and dropped at their designated stop.
- Vehicles shall be periodically maintained to ensure safety.
- All drivers and conductors will be properly trained.
- Upon completing each trip, the conductor, driver and the security shall ensure no students are left behind.
- Disciplinary action will be taken against Students misbehavior in the bus.
- The Bus Safety rules shall be posted in the bus and communicated to the Students.
- Five level security heck list.

#### **Field Trips/Educational Tour:**

- Field trip/ educational tour shall only be conducted with prior approval from the relevant authorities.
- Students are only permitted to join the trip with written consent from the parent.
- The students shall be accompanied by teachers in a ratio of 10:1.
- Students shall only leave for such trip from the school and shall report back to school for security verification.
- An itinerary of the trip shall be prepared and sent to the parents.

## Students Dispersal Policy

### Purpose:

The purpose of this policy is to ensure safety of all students as they enter or depart from the school campus.

### Aims of Policy

- Manage movements in and out of students.
- Students' safety to and from classrooms in an orderly manner.
- No student is left behind.
- Board the students on the right bus.
- To promote parking area safety and stay incident free.

### Policies:

#### Students availing school transport

- Students' boarding and deboarding logs shall be properly maintained by the bus conductor.
- The school bus stops within the boundary wall of the school.
- Once the morning drop-off has been done, bus will be checked by the driver, conductor, by teacher in-charge and security at gate to ensure that all students have deboarded and no student is left behind in the bus before the bus moves to the parking yard for final checking.
- At dispersal time, a designated conductor accompanies children of classes KG I to Grade 3 to the school bus in a group.
- Every bus has one conductor present on the route.
- In case a child who usually travels by bus is being picked up by the parent for some reason, this should be done only after due procedure of request from parent to the Class teacher through entry in dairy/email/letter which will be submitted to the Head of Section concerned for exit pass/permission slip. The transport section is intimated about the early leaving children for driver's record and attendance follow-up.

- This gate pass is required to be given at the gate when the parent / guardian leaves with the child.
- At dispersal time, after attendance is taken, if any child who was present in the morning is missing, the conductor/driver confirms with the respective section about the same. The section shall communicate such cases to the Transport Dept. and ensure the reason for absence.
- Zone leaders are assigned to supervise safe and smooth movement of students and buses.
- Care is taken that at no time should a student (especially a female) remain alone in the bus with the driver and male conductor whether at the start or at the end of a journey.
- Routing is planned accordingly so that the first and last child is not a female.
- Bus should be safely parked on the right side of the road at the drop point to ensure students safety.
- Bus routes are optimized so that students are dropped close to their residence as agreed by the parents.
- No student shall be dropped off at any other location unless otherwise the request has been approved by the transport department.
- When children, especially those in Class 5 and below get off at their drop off point, they are not left alone on the road but are handed over only to the parent/maid or authorized representative or as agreed upon.
- The bus driver ensures that the doors of the bus are closed before he resumes the route.
- Banksman is provided whenever there is lack of visibility particularly when the vehicle is reversed.
- School will attempt to drop the child off closest to the gate, and should this not be possible, parents must make arrangements to prevent them walking alone or ensure that they are adequately equipped to manage this confidently, with a good awareness of safety skills. It is the joint responsibility of school and parents to minimize risk to the student and equip them with the confidence to handle risks in an age-appropriate manner.
- In case the parent/representative has not reached to pick-up the student of Class 5 or below, under no circumstances should the student be left on the road. In the event there is another known parent in the same complex willing to take responsibility, this may be permitted as an exception after the teacher confirms this with the parent. If there is no one else to pick up the child, the child may not be permitted to alight, and the teacher on the bus will coordinate with the parent for getting off at the next convenient stop or he/she will be brought back to school and parent shall pick their child accordingly at the earliest.

### NON - BUS GOING STUDENTS

- Students shall be dropped and picked at the designated gates which are timely intimated to the parents through circulars.
- Parents' students shall pick their child after 1.25 p.m.
- Early leavers should follow the procedure for early leave and an exit permission slip duly signed by the respective Head of Section should be submitted to the security at the gate.
- KG 1 to Grade 5 students should be picked by the parent.
- Students should oblige to the traffic rules followed near the school gates to avoid any incident/accident. The security on duty will assist the students in crossing the road as applicable.

## Article 16: School facilities and equipment

### Facilities:

- Sports complex with synthetic track and flood-lit waterless grass playing field.
- Separate swimming pools for adults and beginners within the school campus with life guards and coaches for Boys' and Girls' separately. Baby pool for KG kids. Baby pool for children aged 5 and below.
- Well stocked Central Reference Library and Girls Section Library.
- Spacious and well-equipped Auditorium and Conference hall.
- Covered roof waterless football grass field for Junior Section.
- Indoor play area for KG.
- Covered play area for Boys & Girls
- Fitness Centre
- Multi-purpose indoor games and sports hall.
- Fleet of Air-conditioned buses for convenient transportation for all areas of Doha including Al-Khor.
- Well - equipped laboratories.
- Prayer halls
- All classrooms are smart classrooms and well equipped with interactive boards and internet facilities. Necessary firewall restrictions are applied to avoid misuse of internet resources.

- Educational tools:

E-learning (DS Portal) and Parent Portal.

Digital library

- Strategies used to make teaching effective are:

- Worksheets/assignments are uploaded on parent portal which will be corrected by the teachers. Also, answer keys are provided for assistance of students and parents.
- e-learning portal access from home:
  - a. Recorded videos/lesson summary/question bank/concept worksheets are available on e-learning portal.
  - b. E book (Macmillan series)
- Qualified and trained teachers who are capable of handling students are appointed and they communicate regularly with the parents.
- Parents are Informed about the Students' Attendance /Performance.
- Parents are informed about the students' performance by uploading report cards on parent portal, e-mails /phone calls by teachers.
- Daily study plan provided.
- Weekly /monthly syllabus given.
- Chapter wise notes are also uploaded on the parents' portal.
- Activity based learning is incorporated for lower classes to reduce stress on children.

### Article 17: Quality Assurance and School Accreditation

MES INDIAN SCHOOL has an established quality management system (QMS) since 2006. The quality management department is responsible to implement, maintain and regularly improve the effectiveness of the quality, its systems and operations for all processes in the school to be in line with the ISO 9001:2015, QNSA standards and also required standards from other regulatory bodies.

The department conduct regular inspections, audits (internal & external), feedback analysis of Parent Teacher meetings, students and teachers. The functional objectives, Action plans, training plans, continual improvement from all process owners are also monitored by the QMS department to ensure effectiveness of all processes in the school and compliance to the ISO standards.

Management Review Meetings are conducted by the QMS department to discuss and resolve issues, address requirements in human resources, infrastructure and work environment, etc., and also new service plans/initiatives are part of the meeting discussion.

The school has also incorporated the Risk and Opportunities register as part of the ISO 9001:2015 requirements along with Risk assessment register for the Safety and Security Department to focus on the continual improvement aspect.

The QMS department ensures regular and timely updation of all policies, forms, procedures, process flow diagrams, organisation chart, etc. in consultation with the process head and school management authorities concerned to accommodate applicable changes to sustain and progress a quality education system in the school with utmost commitment.

#### Accreditation

- M.E.S. Indian School is affiliated to CBSE, Delhi (Affiliation No. 6330001)
- Qatar National School Accreditation.
- ISO 9001:2015 certified Indian school in the state of Qatar.

## Article 18: Stakeholder Participation

- Education is a joint responsibility of the parents and the school.
- Parents are actively involved in school activities through Parent-Teacher Council forum, Parent Teacher Meetings and participation in many other School programmes/activities and events. Their opinions are evaluated to incorporate the best suggestions that will enhance the schools committed services.
- The school Managing committee plays a vital role in addressing the requirements and implementing them according to the need.
- Feedbacks, discussions/suggestion received from the stakeholders has helped the school to focus on the all-round development of its students' personality and to give them an environment which can be an ideal second home for them.
- Parents participation in the child's progress is promoted to discuss on the areas of improvement and the strength of their children. To add positive behaviour in children's progressive age, the school organizes many community programmes in coordination with some companies and association on several occasions.
- Parents orientation is conducted for parents of new students.
- The pupil's diary holds all the rules and regulation of the school ranging from general rules, uniform, fee, examination, activities of the school etc., On Special occasions like School Sports day, Annual day, Award ceremonies, parents are invited by sending invitation letters.
- Whenever the school gets an opportunity of receiving experts related to parental guidance or career guidance, parents are invited for a live class. Parents of specific group of student, who need special attention, are also directly called to the school and the necessary information and guidance is duly passed on.
- Parent-teacher meetings are conducted regularly once in a term and thrice in an academic year to discuss academic & other matters related to their wards and highlight the progress of students and his/ her overall development.
- School communicates academic performance of their ward through monthly updates as well as report cards issued after each terminal examination.
- Behavioral aspects are reported through pupil's diary, letter and over the phone.
- Open house sessions are also conducted for parents of board exam writing students.

- The school is in constant touch with Indian mission available in the country and exchange information. School has constant plans to support and encourage participation from community like sports associations, cultural associations, scouts and guides missions, environmental organizations and organization related to Arts, culture and literature.

#### ➤ SCHOOL ENCOURAGES AND FOSTERS COMMUNITY ACTIVITIES WITH STAKEHOLDERS.

- In order to develop a sense of social responsibility, philanthropic gesture, care and empathy among our students towards the needy ones, a visit to the cancer patients was made by our students' representatives and teacher representatives at the Cancer Recovery Unit of Hamad Medical City.
- School also encourages students to donate used clothes, toys, etc.
- School actively participates in the events organized in connection with National days and sports events including school Olympics. The school has won many prizes and medals.
- Our School organizes Sirat-un-Nabi elocution competitions and Qu'ran recitation competitions for all private schools in Qatar.
- Participation in events organized by other Indian schools, Independent Schools. Qatar Government, Ministry of Education & Higher Education and Indian Mission in Qatar.
- Our school has also contributed INR 1 million toward the Kerala Flood Relief Campaign. Such philanthropic gestures have also been done in the past and shall be done in the future as well.

## Article 19: Distance Learning

### DISTANCE LEARNING POLICY

#### 1. Purpose:

This policy outlines the measures, technology resources, and strategies for implementing distance learning at MES Indian School. It aims to ensure that students have continued access to quality education even when health conditions prevent in-person attendance.

#### 2. Aims of Policy:

- To ensure uninterrupted education in case of emergencies.
- To provide equal learning opportunities for all students, regardless of location, socio-economic background, or physical ability.
- To establish standards and guidelines to ensure that distance learning meets the same academic standard as traditional in-person education.
- To encourage the effective use of digital tools and platforms to enhance teaching and learning.

#### 3. Policies:

##### 3.1. Technology for Distance Learning

The school will provide appropriate technological tools and platforms for the effective delivery of distance learning.

3.1.1. Devices: The school will ensure that every student has access to a device (laptop, tablet, or other) sufficient to participate in online lessons.

3.1.2. Learning Platforms: The school will utilize secure and accessible online platforms (e.g., DS digital (MES e learning platform), Google Classroom, Zoom, Microsoft Teams) for course delivery, communication, and assessments.

3.1.3. Internet Access: In cases where students face connectivity issues, the school will work with families and assist in resolving technical issues.

3.1.4. Technical Support: The school will have a dedicated team available to troubleshoot and provide support for both students and educators in case of technical difficulties.

### **3.2. Providing Distance Learning**

3.2.1. Lesson plans and teaching notes will be developed by the teachers and shall be made available on the e learning portal for easy access and implementation.

3.2.2. Students' activities and worksheets shall be uploaded on parent portal.

3.2.3. Teachers should monitor student progress and provide regular feedback. Additionally, counselors and support staff will be available for any emotional or academic support the student may need while learning remotely.

3.2.4. Distance learning assessments will be aligned with in-person expectations, ensuring that remote students receive fair and accurate evaluations based on their learning outcomes.

### **3.3. Communication and Collaboration**

3.3.1. Regular Updates: The school will provide regular updates to parents/guardians and students on the status of distance learning, including any changes in policies, technology, or procedures.

3.3.2. Feedback Mechanisms: Students and parents will have opportunities to provide feedback on the effectiveness of distance learning. This feedback will be used to improve future delivery and support systems.

3.3.3. Teacher Training: Teachers will undergo regular professional development to enhance their skills in delivering high-quality distance learning. This includes training on digital tools, student engagement strategies, and best practices for online assessments.

**Providing distance learning to students in the event of health conditions that prevent the student from attending school:**

● **Educational tools:**

E-learning (DS Portal), Zoom App (during online classes), Parent Portal.

Chapter wise notes are also uploaded on the parents' portal.

● **Strategies used to make teaching effective are:**

- Worksheets/assignments are uploaded on parent portal which will be corrected by the teachers. Also, answer keys are provided for assistance of students and parents.
- Recorded audio clips/video clips are forwarded to the students to develop their vocabulary.
- e-learning portal access from home:
  - a. Recorded videos/lesson summary/question bank/concept worksheets are available on e-learning portal.
  - b. E book (Macmillan series)
- Parents are Informed about the Students' Performance.
- Counsellors shall be in touch with the students to support their emotional well-being.

**Conclusion:**

- Since education is considered a fundamental driver of economic and social development, the MES Indian School has given great importance to providing high-quality education that helps develop and enhance students' skills. This, in turn, fosters innovation and contributes to achieving the well-being and progress of societies by graduating from an educated workforce capable of facing future challenges.
- We continually strive to equip students with the necessary knowledge, strengthen their self-confidence, and promote awareness among members of the school community by reinforcing positive values.

**MES INDIAN SCHOOL**

**M.E.S. INDIAN SCHOOL** ام . اي . اس . المدرسة الهندية  
DOHA - QATAR  
P.O. Box: 2453 Tel: 44572888  
Fax: +974 44821816  
Email: info@mesqatar.org  
Website: www.mesqatar.org  
P.O. Box: 2453 Tel: 44572888  
Fax: +974 44821816  
Email: info@mesqatar.org  
Website: www.mesqatar.org  
ام . اي . اس . المدرسة الهندية

**ACHIEVEMENT RECORD KG I - KG II**

Name of Student \_\_\_\_\_

Grade & Student ID \_\_\_\_\_ QID \_\_\_\_\_

Date of Birth \_\_\_\_\_

Mother's Name \_\_\_\_\_

Father's Name \_\_\_\_\_

Areas of Development	Description	Grade	
		TERM1	TERM2
Language Development	<b>ENGLISH</b>		
	Phonological Awareness		
	Listens and understands simple words		
	Listens attentively to recorded stories		
	Speaks clearly and recites rhymes with correct pronunciation		
	Picks up and uses new words while speaking		
	Uses English while interacting with others		
	Shows interest in printed material		
	Reads pictures with understanding		
	Reads words by sight		
	Visually discriminates words		
	Writes neatly and legibly		
	Writes words with correct spellings		
	<b>HINDI</b>		
	Exposure to second language		
Sings simple rhymes with action			
NUMBER CONCEPTS	Matching and Sorting		
	Writes numerals and number names Applies knowledge and manipulates numbers in different ways		
ENVIRONMENTAL CONCEPTS	Biological Concepts		
	Physical Concepts		
	Social Concepts		

Areas of Development	Description	Grade	
		TERM1	TERM2
PSYCHO MOTOR SKILLS	<b>THINKING SKILLS</b>		
	Compares and classifies objects by three factors(shape, size, colour)		
	Serializes upto 5 objects		
	Shows ability to recall		
	<b>PHYSICAL TRAINING</b>		
ART & CRAFT	Gross motor skills		
	Fine motor skills		
HEALTH , HYGIENE & NUTRITION	Actively participates in art & craft activities		
	Is able to draw simple objects		
LIFE SKILLS	Uses placemats and napkins		
	Relishes Healthy snacks		
	<b>SOCIO EMOTIONAL DEVELOPMENT</b>		
	Greets everyone		
	Uses Phrase of the week during conversation		
Teacher's Remarks	Sharing and taking turns		
	Emotional Regulation		
	Conflict resolution		
	Packs their own bags		
Grade Key: A - Excellent, B- Good, C- Satisfactory, D- Needs more guidance			
Teacher's Remarks		Demonstrates good listening and attention skills. Promoted to Grade I	

Signature of Class Teacher \_\_\_\_\_ Signature of Head of Section \_\_\_\_\_ Principal \_\_\_\_\_



## M.E.S. INDIAN SCHOOL

**DOHA - QATAR**  
(Affiliated to the Central Board of Secondary Education, Delhi)  
P.O. Box: 3453 Tel: 44572888  
Fax: +974 44681816  
Email: info@mesqatar.org  
Website: www.mesqatar.org  
F. 518, Rev. 0, Dated 16<sup>th</sup> March 2010

## ام . اي . اس . المدرسة الهندية

الذوحة - قطر  
المسجلة بالمجلس المركزي للتعليم الثانوي - دoha - قطر  
ص . ب . : 3453 تليفون : 44572888  
فاكس : +974 44681816  
البريد الإلكتروني : info@mesqatar.org  
الموقع الإلكتروني : www.mesqatar.org



### ACHIEVEMENT RECORD GRADE I to IV

Name of Student		QID	
Student ID	Class	Division	
Date of Birth		Nationality	
Mother's Name			
Father's Name			

#### Academic Performance

	Term 1	Term 2	Aggregate Term 1 (50 %) + Term 2 (50 %)
1 English			
2 Environmental Science			
3 Mathematics			
4 E.L - Malayalam			
5 Moral Science			
6 Qatar History			

#### Scholastic Skills

	Term 1	Term 2
English	End of Term-Written Test	
	Skill ActivityE-Learning Activity	
	Reading	
	Speaking	
	Listening	
	Unit Test	
Environmental Science	Concept	
	General Awareness	
	Project	
	End of Term-Written Test	
	Skill ActivityE-Learning Activity	
	Unit Test	
Mathematics	Concept	
	Project/Lab Activity	
	Skill ActivityE-Learning Activity	
	Application	
	Unit Test	
	End of Term-Written Test	

	Term 1	Term 2
E.L - Malayalam	End of Term-Written Test	
	Reading	
	Speaking	
	Listening	
	Project/Activity	
Unit Test		

#### Co-Scholastic Achievements

	Term 1	Term 2
Co-Scholastic Areas	Information and Communications Technology	
	General Knowledge	
	Art & Craft	
	Music & Dance	
	Sports	
	Physical Education	

PASSED AND PROMOTED TO GRADE

#### Scholastic Grading Scheme

Marks Range	Grade	Grade Point
90 - 100	A+	5
75 - 89.99	A	4
60 - 74.99	B	3
45 - 59.99	C	2
1 - 44.99	D	1

Class Teacher	Head of Section	Principal
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**DOHA - QATAR**

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P.O. Box: 3453 Tel: 44572888

Fax: +974 44681816

Email: info@mesqatar.org

Website: www.mesqatar.org

F 063, Rev 04, Dated 10<sup>th</sup> March 2025

ام . اي . اس . المدرسة الهندية

الدوحة - قطر

المعلمة بالمجلس المركزي للتعليم الثانوي - الهند

ص. ب. : 3453 هاتف : 44572888

فكس : +974 44681816

البريد الإلكتروني : info@mesqatar.org

الموقع الإلكتروني : www.mesqatar.org



**Academic Session  
Report Card for Class V**

Name of Student	Class	GD
Student ID	Division	
Date of Birth	Nationality	
Mother's Name		
Father's Name		

Subject Name	TERM1 (100 marks)					TERM2 (100 marks)						
	Periodic Test	Note Book	Subject Enrichment	Half Yearly Exam	Marks Obtained	Grade	Periodic Test	Note Book	Subject Enrichment	Yearly Exam	Marks Obtained	Grade
English												
Mathematics												
EVS												
TL - Malayalam												
TL - Hindi												
Moral Science												
Qatar History												

Co-Scholastic Areas: TERM1 (on a CBSE 6-8 CO SCHOLASTIC 3 Point Grading Scheme)	Grade	Co-Scholastic Areas: TERM2 (on a CBSE 6-8 CO SCHOLASTIC 3 Point Grading Scheme)	Grade
Work Education		Work Education	
Art Education		Art Education	
Health & Physical Education		Health & Physical Education	
(on a CBSE 6-8 CO SCHOLASTIC 3 Point Grading Scheme)	Grade	(on a CBSE 6-8 CO SCHOLASTIC 3 Point Grading Scheme)	Grade
Discipline		Discipline	

Promoted to Class:

Date: \_\_\_\_\_ Signature of Class Teacher \_\_\_\_\_ Signature of Head of Section \_\_\_\_\_ Signature of Principal \_\_\_\_\_

**Instructions**

Grading scale for scholastic areas: Grades are awarded on a CBSE 6-10 SUB 3 Point Grading Scheme as follows-

MARKS RANGE	GRADE
91 - 100	A1
81 - 90	A2
71 - 80	B1
61 - 70	B2
51 - 60	C1
41 - 50	C2
33 - 40	D
32 and below	E (Needs Improvement)



**M.E.S. INDIAN SCHOOL, DOHA - QATAR**

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(10+2 Pattern)

**PERIODIC ASSESSMENT - (Class V)**

NAME : \_\_\_\_\_ Roll No: \_\_\_\_\_

CLASS: \_\_\_\_\_ DIVISION : \_\_\_\_\_

SECTION: \_\_\_\_\_ YEAR : \_\_\_\_\_

Sl. No.	Subjects	Test:					
		Marks					
1.	English						
2.	Second Language (_____)						
3.	Third Language (_____)						
4.	Mathematics						
5.	EVS						
Signature of Class Teacher							
Signature of Head of Section							
Signature of Parent							



**M.E.S. INDIAN SCHOOL**  
DOHA - QATAR  
(Affiliated to the Central Board of Secondary Education, India)  
P.O. Box: 3453 Tel: 44572888  
Fax: +974 44681816  
Email: info@mesqatar.org  
Website: www.mesqatar.org  
F 196, Rev 04, Dated 13th April 2025

ام . اي . اس . المدرسة الهندية  
الدرجة - قطر  
المسجلة بمجلس التعليم المركزي - الهند  
44572888 : هاتف  
+974 44681816 : فاكس  
www.mesqatar.org : الموقع الإلكتروني  
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**PERIODIC ASSESSMENT - (Classes VI-VIII)**

**Academic Session  
Report Card for Class VI-VIII**

Name of Student	DOB
Student ID	Division
Date of Birth	Nationality
Mother's Name	
Father's Name	

Scholastic Areas	TERM I (100 marks)					TERM II (100 marks)							
	Subject Name	Periodic Test	Note Book	Subject Enrichment	Half Yearly Exam	Marks Obtained	Grade	Periodic Test	Note Book	Subject Enrichment	Yearly Exam	Marks Obtained	Grade
English													
Mathematics													
Science													
SL - Malayalam													
Social Science													
IT - Hindi													
Moral Science													
Career History													

Co-Scholastic Areas: TERM I (as a CBSE 8-8 CO SCHOLASTIC 3 Point Grading Scheme)	Grade	Co-Scholastic Areas: TERM II (as a CBSE 8-8 CO SCHOLASTIC 3 Point Grading Scheme)	Grade
Work Education		Work Education	
Art Education		Art Education	
Health & Physical Education		Health & Physical Education	
Sum a CBSE 8-8 CO SCHOLASTIC 3 Point Grading Scheme)	Grade	(as a CBSE 8-8 CO SCHOLASTIC 3 Point Grading Scheme)	Grade
Division		Division	

Promoted to Class:

Date: \_\_\_\_\_  
 Signatures of Class Teacher: \_\_\_\_\_  
 Signature of Head Of Section: \_\_\_\_\_  
 Signature of Principal: \_\_\_\_\_

**Instructions**

Grading scale for scholastic areas: (Grade are awarded as a CBSE 8-8 CO SCHOLASTIC 3 Point Grading Scheme as follows)

MARKS RANGE	GRADE
91 - 100	A1
81 - 90	A2
71 - 80	B1
61 - 70	B2
51 - 60	C1
41 - 50	C2
30 - 40	D
30 and below	E (Promote/Improvement)

NAME : \_\_\_\_\_ Roll No: \_\_\_\_\_  
 CLASS: \_\_\_\_\_ DIVISION : \_\_\_\_\_  
 SECTION: \_\_\_\_\_ YEAR : \_\_\_\_\_

Sl. No.	Subjects	Tests: Marks:					
1.	English						
2.	Second Language (_____)						
3.	Third Language (_____)						
4.	Mathematics						
5.	Science						
6.	Social Science						
Signature of Class Teacher							
Signature of Head of Section							
Signature of Parent							



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Email: info@mesqatar.org  
Website: www.mesqatar.org  
F 188, Box C, Class 10<sup>th</sup> March 2012

ام . اي . اس . المدرسة الهندية  
التوجه - قطر  
المسجلة بـ المجلس المركزي للتعليم الثانوي - الهند  
ص ب : 3453 هاتف : 44572888  
فاكس : +974 44681816  
البريد الإلكتروني : info@mesqatar.org  
الموقع الإلكتروني : www.mesqatar.org



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**ASSESSMENT RECORD - IX**

**Academic Session**  
**Report Card for Class IX**

Name of Student	DOB
Student ID	Class
Date of Birth	Division
Mother's Name	Nationality
Father's Name	

Subject Name	Academic Year (100 marks)						Marks Obtained	Grade
	Periodic Test...	Multiple Assessment	Subject Enrichment	Annual Exam	Portfolio			
English								
Mathematics								
Science								
Social Science								
IS - Malaysian								
Artificial Intelligence								
Dear History								

Co-Scholastic Areas: Academic Year (as a CBSE 6-10 co-scholastic 5 Point Grading Scheme)	Grade
Work Education (or Vocational Education)	
Art Education	
Health & Physical Education	

Jan a CBSE 6-10 co-scholastic 5 Point Grading Scheme)	Grade
Discipline	

Promoted to Class

Date: 18 Jan 2025  
Signature of Class Teacher  
Signature of Head Of Section  
Signature of Principal

**Instructions**

Grading scale for scholastic areas: Grades are awarded on a CBSE 6-10 (100) 5 Point Grading Scheme as follows:

MARKS RANGE	GRADE
91 - 100	A1
81 - 90	A2
71 - 80	B1
61 - 70	B2
51 - 60	C1
41 - 50	C2
33 - 40	D
02 and below	E (Needs Improvement)

NAME : \_\_\_\_\_ Roll No: \_\_\_\_\_  
CLASS: \_\_\_\_\_ DIVISION: \_\_\_\_\_  
SECTION: \_\_\_\_\_ YEAR : \_\_\_\_\_

Sl. No.	Subjects	Test:							
		Marks							
1.	English								
2.	Second Language (_____)								
3.	AI								
4.	Mathematics								
5.	Science								
6.	Social Science								
Signature of Class Teacher									
Signature of Head of Section									
Signature of Parent									



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केन्द्रीय माध्यमिक शिक्षा बोर्ड  
CENTRAL BOARD OF SECONDARY EDUCATION  
अंक विवरणिका सह प्रमाण पत्र  
MARKS STATEMENT CUM CERTIFICATE  
माध्यमिक विद्यालय परीक्षा, 2025  
SECONDARY SCHOOL EXAMINATION, 2025

सह प्रमाणित किया जाता है कि  
This is to certify that  
सम्बन्धी  
Roll No.  
माता का नाम  
Mother's Name  
पिता/पितामह का नाम  
Father's / Guardian's Name  
जन्म तिथि  
Date of Birth  
स्कूल  
School 90077- MES INDIAN SCH PB3453 DOHA QATAR ARABIAN GULF  
की शैक्षणिक उपलब्धियाँ निम्नलिखित हैं has achieved Scholastic Achievements as under :

विषय कोड SL/ID CODE	विषय SUBJECT	प्राप्त अंक MARKS OBTAINED				वैकल्पिक ग्रेड POSITIONAL GRADE
		विवरण THEORY	अ. प्र. 1 A/ BL. PL.	योग TOTAL	योग (शब्दों में) TOTAL (OF WORDS)	
184	ENGLISH LNG & LIT.					
012	MALAYALAM					
041	MATHEMATICS STANDARD					
086	SCIENCE					
087	SOCIAL SCIENCE					
	ADDITIONAL SUBJECT					
417	ARTIFICIAL INTELLIGENCE					

परिणत Result **PASS**

दिनांक 13-05-2025  
दिनांक Dated : 13-05-2025

प्रमुख निदेश  
Controller of Examinations



M.E.S. INDIAN SCHOOL, DOHA - QATAR  
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**ASSESSMENT RECORD - X**

NAME : \_\_\_\_\_ Roll No. : \_\_\_\_\_  
CLASS : \_\_\_\_\_ DIVISIO : \_\_\_\_\_  
SECTION : \_\_\_\_\_ YEAR : \_\_\_\_\_

Sl. No.	Subjects	Test:					
		Marks					
1.	English						
2.	Second Language (_____)						
3.	AI						
4.	Mathematics						
5.	Science						
6.	Social Science						
Signature of Class Teacher							
Signature of Head of Section							
Signature of Parent							



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F 48, New 6, Street 10<sup>th</sup> March 2010

ام . اي . اس . المدرسة الهندية  
الدرجة - قطر  
المدرسة الهندية م. ايس. اس. التابعة للوزير - التعليم - قطر  
ص. ب. : 3453 الهاتف : 44572888  
فاكس : +974 44681816  
البريد الإلكتروني : info@mesqatar.org  
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**ACHIEVEMENT RECORD XI**

Name of Student	Class	QID
Student ID	Division	Nationality
Date of Birth		
Mother's Name		
Father's Name		

**Academic Performance**

Subject	TERM1		MODEL		ANNUAL		Aggregate				PMTL
	Marks	Rank	Marks	Rank	Marks	Rank	TERM1 (30 %)	MODEL (20 %)	ANNUAL (50 %)	SBM	
1. English											
2. English (ABE)											
3. Biology (Theory)											
4. Biology (Practical)											
5. Chemistry (Theory)											
6. Chemistry (Practical)											
7. Mathematics											
8. Mathematics Internal Assessment											
9. Physics (Theory)											
10. Physics (Practical)											
11. Design (Theory)											
12. Design (Practical)											
13. General Studies											
14. Physical & Health Education											
15. Work Education											
<b>TOTAL</b>											

PASSED AND PROMOTED TO GRADE

Class Teacher	Head of Section	Principal
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**ASSESSMENT RECORD – CLASSES XI / XII**

NAME : \_\_\_\_\_ ROLL NO : \_\_\_\_\_  
CLASS : \_\_\_\_\_ DIVISION : \_\_\_\_\_  
SECTION : \_\_\_\_\_ YEAR : \_\_\_\_\_

Sl. No.	Subjects	Test:													
		Marks													
1	English														
2	Mathematics														
3	Physics/ Accountancy/ History														
4	Chemistry / Business Studies/ Physical Education														
5	Biology / Economics														
6	Optional Subject (_____)														
7	Skill Subject (_____)														
Signature of Class Teacher															
Signature of Head of Section															
Signature of Parent															

