



NORTH POINT SENIOR SECONDARY BOARDING SCHOOL **(Rajarhat Branch)**

General Instructions to Parents & Students for Mid Term Examinations 2023-24

1. All parents are required to ensure that their ward appears for the Mid Term Examination. Under no circumstances any request for repeat examination will be considered.
2. Admit cards are mandatory for the Mid Term Examination.
3. Students will not be allowed to enter the examination hall without the admit card.
4. **Students are required to enter the school premises according to the following schedule:-**
 - a) Reporting Time: - 8:55 AM
 - b) Releasing Time: - 1 AM
5. **Bell Timing :**

09:00 AM	ASSEMBLY
09:20 AM	ATTENDANCE
09:30AM	LONG BELL (ANSWER SHEET DISTRIBUTION)
09:35 AM	LONG BELL (QUESTION PAPER DISTRIBUTION)
09:40 AM	QUESTION PAPER READING TIME
09:55 AM	LONG BELL (EXAMINATION COMMENCES)
10:55 AM	SHORT BELL (AFTER ONE HOUR)
11:55 AM	SHORT BELL (AFTER TWO HOURS)
12:25 PM	LONG BELL (EXAMINATION ENDS FROM CLASSES TT TO II)
12:55 PM	LONG BELL (EXAMINATION ENDS FROM CLASSES III TO XII)
6. No student will be allowed to go to washroom before 1 hour until an emergency.
7. During examination period students must carry their **admit card, ID card, school diary, pen, pencil, eraser, sharpener, etc. as per requirements.**

8. There will be no classes on the days of examination and also during the entire duration of examination schedule.

9. Any Off days between the examinations will be considered as study leave.

10. **Students must ensure that proper examination etiquette must be adhered to –**

- a) Keeping of ID card, Admit Card Visible
- b) Proper 2" Margin Space on the left hand side of the Copy/sheet must be maintained.
- c) Students must attach all rough sheets (if used) along with answer sheets.

11. The students should wear proper school uniform during the examination days.

Maitraye Chakraborty

Maitraye Chakraborty
(Principal of NPSSBS, Rajarhat)

DATE : 21/09/2023

Principal
North Point Senior Secondary Boarding School
(Affiliated to C.B.S.E, New Delhi)
Nangalpota, Kharibari Road, Kolkata-700135