



**HAL NEW PUBLIC SCHOOL**  
**CIRCULAR FOR PERIODIC TEST 1 (Classes 1 to 10)**  
**AY 2024-25**

HNPS/04/2024

27/05/24

Dear Teachers,

Kindly take note of the important points regarding PT1 for classes 1 to 10.

SI NO	POINTS	LAST DATE									
1	Date of commencement of the test – 24 <sup>th</sup> June 2024.										
2	<table border="1"><thead><tr><th>Classes</th><th>Date</th><th>Total Marks</th></tr></thead><tbody><tr><td>1 to 8</td><td>24.06.24</td><td>20</td></tr><tr><td>9 &amp; 10</td><td>to 29.06.24</td><td>40</td></tr></tbody></table>	Classes	Date	Total Marks	1 to 8	24.06.24	20	9 & 10	to 29.06.24	40	
	Classes	Date	Total Marks								
1 to 8	24.06.24	20									
9 & 10	to 29.06.24	40									
3	Submission of blueprint by the respective subject head for their allotted classes and subjects to the Principal (in prescribed format).	01.06.2024 Saturday									
4	Checking of question papers by all subject heads, moderators and Principal.	on or before 11.06.2024 Tuesday									
5	Submission of Blueprint, Question Paper & Answer Key to Exam Department.	12.06.2024 Wednesday									
6	Seating plan for classes 3 & above and the invigilation duty will be prepared by Examination Department	17.06.2024 Monday									
7	Teachers must submit the corrected answer scripts along with the report analysis on the 3 <sup>rd</sup> day after the test. Two days are allotted for correction as per 20 papers per day plan.										
8	Retotalling should be done by the respective co-teacher before submitting the answer bundle to the Exam Dept.										

9	Classes 1 & 2 will write the test in their respective classes.	
10	Subject heads should do sample checking of answer scripts -10% per section ie; 4 papers in a class of 40 students.	
11	Generation of consolidated sheet and student progress report by the class teacher	10.07.2024 Wednesday
12	Parent-Teacher Meet (Tentative)	20.07.2024 Saturday

Regards

Exam Department, HNPS

 27/5/24

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