



JULY 2023							19-21: Staff report – Training Days 24: First Day school students 26: Parents orientation with tutors
M	T	W	T	F	S	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31							

JANUARY 2024							<b>Events</b> 06: Primary picnic 08-12 Languages Week 13: Languages interschool Spelling Bee 19: Inter house Quiz comp 22-25 Social Science Week 26: Republic Day
M	T	W	T	F	S	S	
1	2	3	4	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	31					

AUGUST 2023							<b>Events</b> 4/5/6: CAS camp 05: Staff Inspection planning (am) 11: GICLM Global University Fair 15: Independence Day 16: Parsi Holiday 19: Secondary picnic 26: Staff Inspection planning (am)
M	T	W	T	F	S	S	
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30	31				

FEBRUARY 2024							<b>Events</b> 03: Inter-House Swimming whole school 12-14: Mock interviews staff for IB Visit 16: School Prom 17: Inter school Badminton Comp 21-23: IB 5 Year Review Visit
M	T	W	T	F	S	S	
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29				

SEPTEMBER 2023							<b>Events</b> 01: PTA Quiz Night 02: GICLM/PG Teachers Day 07: Janmashtami holiday 09: Inter House Dance Competition 18-22: Ganesh Puja holiday 28: Anant Chaturdashi holiday 25-29 Science Week
M	T	W	T	F	S	S	
				1	2	3	
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29	30		

MARCH 2024							<b>Events</b> 01: PTA Fashion Show 08: Mahashivratri holiday 16: Interhouse Cricket comp 25: Holi 25-29: Spring break
M	T	W	T	F	S	S	
				1	2	3	
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29	30	31	

OCTOBER 2023							<b>Events</b> 02: Gandhi Jayanti 07: Primary Interschool football Comp 07: Secondary staff Inspection planning (am) 20: Dandiya dance night 24: Dussehra holiday 28: Secondary Interschool football Primary staff Inspection planning (am)
M	T	W	T	F	S	S	
						1	
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	

APRIL 2024							<b>Events</b> 09: Gudi Padva 11: Ramzan Eid 14: Ambedkar Jayanti 20: Primary Interschool Art Comp 21: Mahavir Jayanti IGCSE/IB exams begin
M	T	W	T	F	S	S	
1	2	3	4	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30						

NOVEMBER 2023							<b>Events</b> 04: Diwali Fair 09: Sports Day 10-17 Diwali holiday 12: Diwali 27: Guru Nanak Jayanti 30: EY/ Primary Singalong
M	T	W	T	F	S	S	
		1	2	3	4	5	
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30				

MAY 2024							<b>Events</b> IGCSE/IB exams 01: Maharashtra Day 31: IB Graduation
M	T	W	T	F	S	S	
		1	2	3	4	5	
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30	31			

DECEMBER 2023							<b>Events</b> 02: Interschool Basketball Comp Sec 09: Interschool Quiz Primary 19/20: Secondary Musical 25-04 Xmas Holiday
M	T	W	T	F	S	S	
				1	2	3	
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29	30	31	

JUNE 2024							<b>Events</b> 04-05: Primary Musical 06: Prize Day 07: Last day school
M	T	W	T	F	S	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	

2021-22 Days = 94+110 = 214 (+0)	Staff Saturdays working = 8
2022-23 = 91+107 = 198 (+6)	
2023-24 = 92 + 103 = 195 (+8)	

JULY 2024							<b>Events</b>
M	T	W	T	F	S	S	



**NB. Calendar subject to change according to circumstances**

Events = All staff attend as per section

Events = Staff opt in event  
(number staff each event tbd)

M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

10-12: staff training

**Events:** All faculties one week to celebrate except PA and sports (as all year round).

### Reporting and assessment

- All 'School Reports' are the same format and more regular (circa 8 weeks apart) ie short version (achievement and effort grades + single target per subject). Completion time = 3 days max.
- Except for 'Exam Report' following major grade requirements eg mocks, end of year exams. Final report of year will be a final summative score and effort. Aim for 5/6 reports per year. No requirement for long written comments.
- AIM: single page document. AIM: Report is cumulative over time and shows ALL the previous achievement and effort grades.
- Student profile: This will become a 'rounded profile' can be a simple list of extra-curricular and out school activities undertaken. List can be cumulative. PSHCE to be used as single sessions to complete this.
- Tutor Comment: A short statement by tutor on commitment to group/ school etc.
- Head Comment: to write one liner on ALL reports. As numbers grow this could be Pastoral Head responsibility.

School Report Possible format (date report)		
<b>Name:</b>	<b>Tutor Group:</b>	
<b>Attendance record:</b>	<b>%</b>	
<b>Subjects:</b>	<b>Achievement Grade (A-E G1-10/ 1-7 IB)</b>	<b>Effort Grade (A-E)</b>
Subject 1:		
Subject 1 Target:		
Subject 2:		
Subject 2 Target:		
etc etc		
<b>Student Profile:</b>	List of extra-curricular and outside school contributions	
<b>Tutor comment:</b>	Tutor summary sentence	
<b>Head Comment:</b>	Summary sentence by section head (EY, Primary, Secondary, IB)	

- Staff expected to complete 2 assessments per month as appropriate (ie. NOT necessarily tests) to track progress. Entry on Managebac is clear. Subjects can adapt as they wish.
- Mock exams: IGCSE pattern continue as current model (two mocks annually: G9 and 10 exams pre Xmas and end year). Grade 11 as per IGCSE. Grade 12 ONE mock only to be taken in March of G12. Coursework calendar changed to pre load deadlines before December. All syllabuses finished by 31 Jan G12.
- SPTM: (Student Parents Teacher Meeting) Will not always follow exam sessions (except for G9-12 which would be an exam and progress review). Rest school can have SPTM meetings at progress points over year.
- Settling in reports for all new students continue after 1 month of joining (unless school report within 2 weeks). Format continue as currently = Subject Effort Grades and short written comments from Form Tutor about how child has settled into school



- Total = 10 points of reporting communication with community
- AIM: Report is cumulative over time and shows ALL the previous grades

Reporting and Assessment Calendar		
<b>2023</b>		
New Students 'Settling in' Report All grades	23 August	Subject Effort Grades and short written comments from Form Tutor about how child has settled into school
Student-Parent-Teacher Meeting 1 (Afternoon-evening)	24 August	Review of progress and target setting whole school
School report 1 All grades	12 September	School Report
Student-Parent-Teacher Meeting 2 (Afternoon-evening)	26 October	Review of progress and target setting whole school
School report 2 All grades	23 November	School Report
<b>IGCSE/IB Grade 9/10/11 mid-year Mock exams</b>	28 Nov - 08 December	
IGCSE/ IB Grade 11 Mid-year Exam Report	12 December	Single sheet with achieved grades
Student-Parent-Teacher Meeting 3 (Afternoon-evening)	13 December	Review of progress and target setting whole school
Exam Report Grades 9,10, 11	19 December	Exam report
<b>2024</b>		
Student-Parent-Teacher Meeting 4 (Afternoon-evening)	10 January	Review of progress and target setting whole school
School report 3 All grades	22 January	School Report
<b>IB Grade 12 Mock exams</b>	01 – 12 March	
IB Grade 12 Mock Exam report	18 March	Single sheet with achieved grades
Student-Parent-Teacher Meeting IB Grade 12 only	19 March	Review of progress and target setting whole school
School report 4 All grades	19 March	School Report
<b>IGCSE/ IB final exams</b>	End March/ May	



<b>Whole school End Year Exams Grades 4 to 11</b>	13-22 May	
School report 5 All grades	27 May	School Report: end year summative

<b>School Calendar 2024-25 PROVISIONAL</b>	
Wednesday 10 July – 12 Friday July 2024	Teacher Training Days
Monday 15 July 2024	School Opens