

**XEBEC Model School**<sup>®</sup>  
Committed to enlightening generation



# Syllabus - 2024

Level – Nursery

English Version

*Name:* .....

*Section:* ..... *Roll No:* .....

## Preface

Xebec Model School is very much pleased to present you an Annual Syllabus for the students, teachers & guardians. At the same time, we must take the privilege to thank the teachers, guardians & all members in academic committee who invest their all-out effort to make a well furnished yearly syllabus. We, of course, tried our level best to make it mistake free. Though there may have printing, spelling, grammatical & other mistakes which is totally unintentional.

We would like to invite you all to put your valuable suggestions or correction (if any) on the white page kept reserved at the end of the syllabus. Such a tiny effort of you must have a gigantic step for the development of the syllabus in the year to come.

Regards with Thanks

Md. Imam Hossain  
Principal  
Xebec Model School

## Xebec Model School

### Book List – 2024

#### Level - Nursery

#### 17. Friends or relatives:

Friends or relatives are not allowed to enter XEBEC both during and after the working hours.

#### 18. Use of Library:

- Students can use the library up to 3.00 pm on working days.
- Can also use library during games period.(Obtaining permission from class teacher)

#### **For any emergency information and suggestion:**

#### **01. Class Teacher :**

- Rimbia Aktar : 01688100404
  - Nilufa Yeasmin : 01739512875
- Vice Principal : 01688100402
  - Principal : 01688100401
  - Office Land Line : 48038797
  - Office Mobile : 01688100419, 01908817771
  - E-mail : xebecmodelschool24@gmail.com
  - Website : [xebecmodelschool.edu.bd](http://xebecmodelschool.edu.bd)
  - Facebook : Xebec Model School/  
XMS EV Nursery 2024
  - Messenger Group : XMS EV Nursery 2024

<i>S/L</i>	<i>Name of Subject</i>	<i>Name of the Book</i>	<i>Author</i>
1	English-100	Green Tree English Reader (Primer - 1)	Hossain education
		English Hand writing Alphabet	Explore Publication
2	Math - 100	Explore Math Plus Primer Books - A	People publication
		সোনামণিরা সংখ্যা শেখো	Xebec Publication
3	Bengali	এসো বাংলা পড়ি - ক	এম এ হোসাইন
		(এসো লিখতে শিখি) প্রাক - প্রাথমিক	
4	Drawing & CCA-50	Explore Draw and Colour-A	M.A Hossain
5	Science & GK-50	Learning Basic Science Book	Nabarun Publication
6	Religion & Positive Discipline-50	My Religion Book - B	Xebec Publication
7	Conversation & Phonetics - 50	My Conversation Book - B	Xebec Publication

**Syllabus**  
**Level – Nursery**  
**Subject: English**

**Selected Book:-**

1. Green Tree English Reader. Primer-1
2. Video Clips.
3. Teacher's Selected Sheet.

**1<sup>st</sup> Term Assessment, Marks - 50**

1. Write your name, Roll No, Section, Shift.
2. Write down (Aa- Mm).With sound by video clips.  
(Follow Hand Writing book (pg-3-11))
3. Write the missing letter (A - M). (Follow work book - 1), P  
74
4. Write the Letter under the picture (A - M).  
Follow work Book - 1
5. Make word with letter (A -M). Orally + Sound (Green  
Tree English Reader Primer - 1, Page: 5, 6, 7)
6. Match the picture - picture/ picture - letter (Sheet).  
Follow workbook - 1
7. Reading & Handwriting.
8. Recite the rhymes (Video clips, Sheet & Book).
  - a) Colour Song
  - b) Where is Thumb Man?
  - c) Pussy cat, Pussy cat! (G.T.R (pg-87).

**Half Yearly Assessment, Marks - 100**

**Question Item:**

1. Write down (Aa - Zz) (Capital and Small Letter) (Follow  
the Hand writing book, page 11-18)
2. Write the missing letter (A - Z) With video clips.  
Follow work book - 2
3. Make word with the letter (A - M) (Written) Follow copy
4. Answer the question orally. Follow work book - 2
5. Match the pictures with word / Capital with small letter.  
(Follow work book - 1)

12. Study at home:

- a. Must cover the lesson which will be taught on the next day.
- b. Must study at least 1 hrs a day.
- c. Don't keep any work pending.

13. Behavior during the class:

- a. Be attentive.
- b. Clear your doubts during the class.
- c. Don't disturb others.
- d. Carry books regularly.
- e. Seat as per seat plan.

14. Clubs & Societies:

The following clubs & societies are in function:

- (1) Language Club
- (2) Science Club
- (3) Computer Club
- (4) Music & Dance Club
- (5) Arts & Crafts Club

Clubs & societies are conducted on every Thursday for the students of all the classes excepting class V, VIII & X.

15. Games:

- a. Attendance in games is compulsory for all.
- b. Facilities for the following games are available.
  - (1) Carom Board
  - (2) Basket Ball

16. Visiting XEBEC

No student will come to the School on holidays without prior permission of Principal. Parents / Guardians along with the student can visit during 11:00 am – 12:00 every Saturday to have an open discussion with the class teacher.

07. XEBEC Property:

Ensure following to save the XEBEC property.

- Switch off the fan & light before leaving the classroom.
- Own desk should be kept clean.
- For any odd situation inform office.

08. Personal Properties:

- a. Take care of your personal properties like (1) Bag, (2) Pen, (3) Books, (4) Calculator, (5) Wristwatch, etc.
- b. Keep all these items inside bag under lock and key.
- c. In case of loosing personal belongings –owner to be punished for negligence of duties. Be vigilant and careful so that personal belongings are not stolen.

09. Tea break:

- a. Bring your tiffin from home. Consume it in your classroom.
- b. In case of not bringing tiffin from home, you may ask the Aya to buy from outside shop. But everyday it is not allowed.
- c. When you go to up stair or down stair, stand in the queue and wait for your turn. Don't break the line.
- d. If you have any suggestions about anything, bring it to the knowledge of school captain/ Principal.

10. School attendance:

- a. 100% attendance in the class is compulsory for every student.
- b. Any way less than that will be viewed negatively.

11. Examinations:

- a. There will be class, monthly tests and term end examinations. Each Examination is compulsory for every student.
- b. Any student missing 03 Examinations consecutively shall be considered as failed.
- c. Each student must obtain requisite marks in each exam as per promotion policy.

6. Find out Vowel form the following words. Follow work book 1
6. See the picture and write the word. Follow work book - 2
7. Alphabet English Hand writing (pg 19-28)
8. Recite the rhymes with video clips.
  - a) Row Your Boat/ Green Tree book (pg-86)
  - b) One Two Buckle My Shoe
  - c) I am a little teapot (Green Tree book (pg-91)
9. Topic (Orally). (My School, Myself).  
Green Tree English Reader - 1 (Page - 9, 15, 21)
10. Reading, Dictation, Spelling, Handwriting.

**2<sup>nd</sup> Term Assessment: Marks - 50**

**Question Item:**

1. Match the Picture with word, English Word -English Word.  
(Follow work book - 3)
2. Make word: (A - Z) (Written) (Follow copy)
3. Rhyming words. Follow work book - 2, Page: 10, 11, 16, 22, 24
4. Fill in the blanks with vowels. (Follow work book - 2)
5. Write the name of Fruits/ Animals.  
Green Tree English Reader, Page: 69, 50
6. Answer the question orally. Follow work book - 3.
7. See the picture and write the name. Follow work book - 3
8. Alphabet English Handwriting book (pg29-43)
9. Recite the rhymes:
  - a) Mummy and Daddy (G.T.E.R (pg-92)
  - c) 1,2,3, 4, 5 Once I Caught A Fish Alive
10. Topic (Orally). (My School, My body), Page: 21, 33
11. Reading, Dictation, Spelling, Handwriting.
12. Write your name.

**Summative Examination**

**Question Item & Marks Distribution - 100**

1. Make 2 words with the letter (A - Z) (Written) Follow copy.
2. Write the name of Colours/ Animals, Flowers and Fruits.  
Page - 69, 50, 44, 26.
3. See the picture and write down the name under it.

4. Write the pair words. (Follow the Green Tree English Reader book)
5. Fill in the blank with vowels. (Write 5 vowels and Find out vowels from the words). Follow work book - 4.
6. Match the picture with word. (Find out vowels from the words) Follow work book - 4.
7. Alphabet Hand writing book. page (43-64)
8. Tell the meaning in English. Follow work book - 4.
9. Rhyme: (a) Cobbler Cobbler (b) Finger Family  
(c) Rain, Rain (d) 10 Little Monkeys.
10. Reading, Dictation, Spelling, Handwriting.
11. Write your name.

### Guidelines for the Evaluation of Answer Scripts

**01. Oral Presentation:** For oral presentation, student's pronunciation, confidence, eye contact, body language, posture, gesture, gait will be considered. For showing the satisfactory performance in every respect, full marks will be awarded. For missing of anyone from the above marks will be cut down accordingly.

**02. Written of Letter:**

- a) **Letter:** Size, shape, starting & finishing the line, writing instruction according to line will be counted. If everything is alright, 100% marks will be awarded. For any mistake or missing marks will be cut down accordingly.
- b) **Space between letters:** Instructed space must be followed. Otherwise marks will be cut down.
- c) **Erasing or Overwriting:** For erasing or overwriting marks will be cut down.
- d) **Sharpening pencil:** Write with thin line / nib of the pencil. If your line is thick marks will be cut down.
- e) **Neatness of Sheet:** Keep your answer script neat and clean. For any sort of untidiness marks will be cut down.

**03. Written of Word:**

- a) **Initial letter** must be capital letter and rest of the letter must be small letter.
  - Have completed the home assignments.

- Don't move around in Verandah/Corridor during class hour.
- Use the wash room earmarked for respective class.

04. While visiting wash room, ensure:

- a. Have flushed it before leaving the toilet.
- b. If it is not cleaned by flushing, make sure that enough water is poured and got it cleaned.
- c. No sprinkle water in the wash room is used to avoid accident.

05. Senior students to be addressed as:

- a. To male students – **(Bhaiya)**
- b. To girl students – **(Apu)**
- c. Male students must be very formal with their female class mates. Under no circumstances any one can afford to be funny with them. The relationship with them will be cordial but formal. They should be treated like your own sisters. Any complaint from any girl will be considered as an offence and will be dealt with severely.

06. Behavior with class mates, seniors & juniors:

- G. Remember, that students are from different backgrounds & from different areas of the country are classmates.
- H. Every human being is different from other, some body may be emotional, irritable or unsocial but everyone should try to behave ideally.
- I. For minor things do not start quarrelling.
- J. Remember – beating, grouping & hooliganism can never solve any problem, rather it breeds the problem.
- K. For any problem in the school – may it be a misunderstanding with any classmate or any problem of oneself – bring it to the knowledge of the class teacher.

12. Any student if caught possessing any expensive electrical devices (MP3 players/ Mobiles) shall be warned and the items will be seized.

12. Any student failing to report in time shall not be allowed to enter the school.
13. Any student seen with another student of opposite gender from Level (V-X) in any isolated place will be warned.
14. Any student leaving the school premises without permission from the authority will be issued with a warning letter. Repetition of same offence shall warrant suspension for two weeks.
15. Any student failing to pay tuition fee successively for three months shall have to take re-admission.

### General rules of XEBEC

01. While entering the Institution pay due respect saying “**Assalamu-Alaikum**” to all faculty members and those who are senior in age.
02. Before joining XEBEC ensure the following
  - a. Shoes are cleaned and colored.
  - b. Dress is clean, tidy and ironed properly.
  - c. Have a proper haircut.
  - d. Girls hair is tied with white ribbon in two pony tails braided. Nails of your finger are properly trimmed.
  - e. Girls are not wearing ear top, any fancy watch and hair clips.
  - f. Only ear ring is allowed. Have bath in the morning and also brush your teeth properly.
  - G. You do not visit roadside shops.
03. Before joining class ensure the following:
  - Have prepared your lessons for the day.

**b) Space between the letters of the word** must be appropriate. Both for more or less and unusual space marks will be cut down.
04. **Written of Sentence:**
  - a) **All the proper nouns:** the initial letter must be capital letter, even though the position of the word is in between of the sentence or in the last. Otherwise marks will be deducted.

- b) **Finger Space** must be given appropriately. Both for more or less, marks will be cut down.
- c) **Punctuation Marks** will be counted seriously. For any mistake marks will be cut down accordingly.

**05. Word Making:** 100% marks should be awarded for writing the appropriate word with correct spelling. Fifty percent marks should be deducted if the spelling mistake is found, but in this case, the meaning of the word must not be changed.

**06. Rhymes / Poem:** The highest limit of marking is hundred percent. For every mistake (spelling, punctuation mark, the use of capital and small letter etc.) one mark shall be deducted. But the deduction must not exceed limit of eighty percent of the total marks.

**07. Spelling and dictation:** In case of having no mistake in writing spelling and dictation, hundred percent marks shall be awarded. If any grammatical mistake is found, the marks shall be zero (0).

**08. Punctuation and Capitalization:**  
Punctuation mistake or the use of capital letter's mistake one marks shall be deducted.  
For every three mistakes (spelling, punctuation, the use of capital and small letter etc) one mark shall be deducted. Grammatical accuracy shall have to be maintained strictly.

**N.B: If problem arises beyond the scope of the above noted guide lines. In that case the decision taken by the authority shall be treated as decisive.**

সিলেবাস  
শ্রেণি- নাসারী  
বিষয়- বাংলা

নির্ধারিত বইঃ-

- ১) এসো বাংলা পড়ি (ক)
- ২) ভিডিও ক্লিপস
- ৩) শীট

১ম পার্বিক মূল্যায়ন, (নম্বর - ৫০)

প্রশ্নের ধারা ও নম্বর বন্টনঃ

- ১) তোমার নাম, রোল নং, সেকশন, সিফট বল/লিখ।
- ২) (অ - ঔ)পর্যন্ত লেখ এবং (ক - ঙ) পর্যন্ত লিখ এবং (ক - ঙ) মৌখিক।  
সোনামণিরা এসো বাংলা পড়ি, পৃষ্ঠা - ৩, ১৩।
- ৩) খালিঘরে সঠিক বর্ণটি লিখ। Follow work book - 1
- ৪) এলোমেলো বর্ণ সাজিয়ে শব্দ লেখ/আগের, পরের ও মাঝের বর্ণ লেখ।  
(ভিডিও ক্লিপস এবং সিট) (পৃষ্ঠা: ১২, ২০) এবং work book - 1
- ৫) মিল কর (ছবি - ছবি, বর্ণ-বর্ণ, বর্ণ - ছবি, বর্ণ - শব্দ)  
(ভিডিও ক্লিপস এবং সিট, পৃষ্ঠা: ২৩, ২৪ এবং work book - 1
- ৬) ছবির নিচে নামের প্রথম অক্ষর লেখ। work book - 1
- ৭) শব্দার্থ বল। work book - 1
- ৮) বাক্য গঠন (মৌখিক)। work book - 1
- ৯) প্রশ্নোত্তর (মৌখিক)। work book - 1
- ১০) ছড়া (মৌখিক)।  
ক) কানাবগীর ছা (এসো বাংলা পড়ি “ক” পৃষ্ঠা - ১৯)  
খ) প্রভাতী (শিট দেখুন)  
গ) পণ (এসো বাংলা পড়ি “ক” পৃষ্ঠা - ৫)

09. Weak students must be taken care of separately by the subject teachers through extra classes after the normal academic periods.

10. Average marks for each subject shall be calculated with the addition of CT & term end exam.

Discipline Policy

01. Separate discipline committee shall be formed by Principal for a tenure of one year for junior and senior sections.
02. Basing on the recommendation of the discipline committee, Principal will take decision against defaulter.
03. Any student causing injury to another student which requires admission to hospital shall be given suspension for a period, not more than two weeks.
04. Any student scolding anyone or using abusive language/offensive remarks shall receive warning letter. Repetition of same offence shall warrant one week suspension.
05. Any student who steals/cheats shall be given T.C.
06. Any student adopting unfair means in any exam (CT/Term Exam) shall be given T.C.
07. Any student disobeying teachers shall get a letter of warning. Repetition of same offence shall warrant suspension.
08. Any student failing to adhere to XEBEC instructions shall be warned.
09. Any student found developing illicit relationship with any other person, shall be given TC.
10. Any student writing offensive words on any wall shall be warned.
11. Any student who is proved to be involved in anti state activities possessing explosives, ammunitions, illegal papers etc shall be given TC.



28. For building up a good character of a student, joint effort of the guardians and teachers is required.
29. Regarding the progress in studies and character building of the children it is expected that the guardian would give active and spontaneous support to the teachers.

### **Promotion Policy**

01. Final result will be published after making an average of two terms result.
02. The pass percentage for individual classes will be as under:
- |                      |   |                        |
|----------------------|---|------------------------|
| i. PG, Nursery & KG  | – | 70% of the total marks |
| ii. Level I & II     | – | 70% of the total marks |
| iii. Level III to V  | – | 65% of the total marks |
| iv. Level VI to VIII | – | 60% of the total marks |
| v. Level IX & X      | – | 55% of the total marks |
03. If a student misses any exam due to genuine sickness/ injury/accident/ admission to hospital/placed in bed rest, the marks of subjects shall be calculated basing on the mark obtained in any other term.
04. If any student misses exam without valid reason/ without approval from the authority, he/she shall not be awarded any mark for the subject missed.
05. Re-exam will never be conducted for the student who misses exams.
06. Any student failing in one subject shall not be promoted. He/She may be kept in the same class with the request of parent.
07. Students failing in more than one subject shall be given T.C.
08. Student failing in the same class for consecutive two years shall be given T.C.

### **অর্ধবার্ষিক মূল্যায়ন- (নম্বর - ১০০)**

#### **প্রশ্নের ধারা ও নম্বর বন্টন:**

১. তোমার নাম, রোল নং, সেকশন, সিফট বল/ লিখ
২. (অ-ঙ) পর্যন্ত লেখ।(Follow copy)
৩. ক- ম পর্যন্ত। (Follow copy)
৪. খালি ঘর পূরণ কর/আগের, পরের ও মাঝের বর্ণ লেখ (ক - ' )  
রিভিশন
৫. বর্ণ দিয়ে শব্দ গঠন (অ-ঙ) পর্যন্ত ১টি করে। Follow work book -2
৬. কার ছাড়া শব্দ গঠন কর (সিট এবং ভিডিও ক্লিপস)।  
Follow work book - 2, এবং পৃষ্ঠা: ২৩, ২৪
৭. ছবির নিচে নাম লেখ। work book - 2
৮. ( ঠ - ঠি ) দিয়ে শব্দ গঠন কর। পৃষ্ঠা - ৭
৯. কার - চিহ্ন চেনা ( ঠ - ঠে )।
১০. প্রশ্নোত্তর (মৌখিক)। Follow work book - 2
১১. ছড়া (মৌখিক)। Follow work book - 2
- ক) নোটন নোটন
- খ) কাঠবিড়ালী

## ২য় পার্বিক মূল্যায়ন,পূর্ণমান - ৫০

### প্রশ্নের ধারা ও নম্বর বন্টন:

১. তোমার নাম, রোল নং, সেকশন, সিফট বল/লিখ
২. (ক - ) পর্যন্ত লেখ। (Follow copy)
৩. খালি ঘর পূরণ কর। Work book - 3
৪. া, ি, ে, ু- কার দিয়ে শব্দগঠন কর। পৃষ্ঠা - ৭,৮, ১০
৫. কার ছাড়া শব্দ গঠন কর। রিভিশন
৬. বর্ণ দিয়ে শব্দ গঠন(ক - ম) Follow copy.
৭. মাত্রা ছাড়া বর্ণ গুলো O গোল কর।Work book - 3
৮. ছড়া মৌখিক :  
ক) আমার পণ খ) প্রার্থনা (পৃষ্ঠা-২৫)
৯. ৫ টি রঙের নাম লিখ। পৃষ্ঠা - ৩২।
১০. রিডিং, বানান, শ্রুতিলিপি, হাতের লেখা।

## সামষ্টিক মূল্যায়ন - নম্বর ১০০

### প্রশ্নের ধারা ও নম্বর বন্টন:

১. তোমার নাম, রোল নং, সেকশন, সিফট বল/ লিখ
২. (ক - ) পর্যন্ত লেখ। (Follow copy)
৩. ৫টি ফল, ফুল ও রঙের নাম লিখ। পৃষ্ঠা -৩০,৩১। Work book -4
৪. বর্ণ দিয়ে শব্দগঠন কর (ক - ) (লিখিত)। Follow copy.
৫. ছবির নিচে নাম লেখ। রিভিশন।

19. The guardians should keep in touch with the class teacher regarding the studies and conduct of their wards. (As per pen picture)
20. Guardians may meet the Principal after getting the permission for discussing the progress of their wards at the fixed time on the particular day.
21. If a student remains absent from the class for more than one day the guardian would come personally and grant leave by showing appropriate reason.
22. If a student fails to come to class due to sickness, the guardian would submit an application to the Principal and after his/her recovery the guardian himself/herself would bring him/her to the school along with a medical certificate.
23. The guardians would see to it that their wards pay the tuition fees on the first day of the fixed date for fee collection every month. If any student adopt any sort of unfair means and if he is found to be guilty of misconduct or if he denies the rules of the school or if he violates the discipline of the institution then the decision of the institution would be considered as the final one.
24. If any student is unsuccessful in the Final Term End Exam for promotion to higher class, no request will be entertained.
25. Those who would drop in and pickup their wards in and from XEBEC would do it on time. XEBEC shall not bear any responsibility.
26. The guardians would look after their ward's health and cleanliness.
27. The guardians would keep their wards away from undesirable company or environment.

6. Don't give any fancy materials or gift to your child to school.
7. Check the Diary every day, sign and comment on the pointed place.
8. Directly contact with the Class Teacher, Vice Principal or Principal for any complain or suggestion. Don't do it with other guardian/s.
9. Attend all the Guardian's Meeting.
10. Read, respond and sign all the notices.
11. Inform everything regarding your child timely. Specially his/her leave or absence or sickness (Directly, Over phone or Messenger Group).
12. Don't take any leave during Tutorial Test or Examination.
13. Guardians would kindly write down their identity and put their specimen signature in the diary. House tutors, uncles or elder brothers are not accepted as guardian.
14. When your ward is back home please check his/her diary and find out the lessons imparted in different periods. If you have anything to say, please write in the remarks column and put your signature at the below of the page.
15. Have a look at the assignments given for the next day and encourage them to prepare those.
16. Ensure whether your son/daughter comes to XEBEC regularly and punctually in the working days and returns home in due time.
17. Guardian's have to ensure their ward's presence in the Class Tests, Monthly Tests and Term End Exams.
18. Guardians must go through the rules and advice set for the students in the school diary or in the syllabus and ask their wards to abide by those and assist them in this regard.

৬. কার চিহ্ন দিয়ে শব্দ গঠন কর (T, F, u, e, o)। (পৃষ্ঠা: ৭, ১০, ৮, ১১)
৭. বাক্য গঠন (মৌখিক)। রিভিশন
৮. প্রশ্নোত্তর (মৌখিক)। রিভিশন
৯. ছড়া (মৌখিক)
  - ক) মামার বাড়ি
  - খ) লিচু চোর
  - গ) বর্ণমালা ছড়া
১০. রিডিং, বানান, শ্রুতিলিপি, হাতের লেখা।

#### উত্তরপত্র মূল্যায়নের নির্দেশিকা

০১. মৌখিক পরীক্ষাঃ বর্ণ, ছড়া, গল্প, প্রশ্নের উত্তর, বিষয় ভিত্তিক যে কোন কিছু মৌখিক ভাবে বলার সময় শব্দের উচ্চারণ, শিক্ষার্থীর আত্মবিশ্বাস, চক্ষুনিয়ন্ত্রণ, দেহভাষা, মুখশী বা অবয়ব, অঙ্গভঙ্গি, চলন ধরণ ইত্যাদি বিষয়ে বিশেষ গুরুত্ব দেওয়া হবে। কোন একটি বিশেষ বিষয়ের অনুপস্থিতির জন্য বা ভুলের জন্য নিয়মানুযায়ী নম্বর কাটা যাবে।
০২. বর্ণ, স্বর-চিহ্ন, ফলা-চিহ্ন লেখাঃ
  - ক) বর্ণের আকার, আকৃতি, প্যাচ কাজিত ভাবে হতে হবে। কোন কিছুর অনুপস্থিতি বা ভুলের জন্য নিয়মানুযায়ী নম্বর কাটা যাবে।
  - খ) পাশাপাশি দুটি বর্ণের মাঝে যথাযথ বা গ্রহণযোগ্য বা নির্দেশিত ভাবে ফাঁকা দিতে হবে। কম বা বেশি ফাঁকা ভুল বলে গণ্য করা হবে।
  - গ) ঘষামাজা বা কাটাকাটির জন্য নম্বর কর্তন করা হবে।
  - ঘ) পেনসিল ধারালো ও সরু হতে হবে। মোটা দাগে লিখলে নম্বর কাটা যাবে।
  - ঙ) পরীক্ষার খাতা পরিষ্কার পরিচ্ছন্ন রাখতে হবে। অপরিচ্ছন্নতার জন্য নির্দিষ্ট হারে নম্বর কর্তন করা হবে।
  - চ) বর্ণের মাত্রা, অর্ধমাত্রা ও মাত্রাবিহীন বিষয়গুলো অত্যন্ত গুরুত্ব সহকারে বিবেচনা করা হবে। প্রতিক্ষেত্রে ভুলের জন্য নম্বর কাটা যাবে।
০৩. শব্দ লেখাঃ শব্দের ভিতরের বর্ণ গুলোর আকার-আকৃতি ও দূরত্ব নিয়ম মারফিক হতে হবে। বেশি দূরত্ব বা কম দূরত্বের জন্য নম্বর কর্তন করা হবে।
০৪. বাক্য লেখাঃ

- ক) পাশাপাশি অবস্থিত শব্দ গুলোর মধ্যে নির্দিষ্টহারে ফাঁকা দিতে হবে। যথাযথ ভাবে বিরাম চিহ্ন বসাতে হবে। প্রতিক্ষেত্রে ভুলের জন্য নম্বর কাটা যাবে।
- খ) অর্থপূর্ণ সঠিক বাক্যের জন্য পূর্ণ নম্বর দিতে হবে। তবে বাক্যে বানান ভুল হলে নিয়মানুসারে নম্বর কাটা যাবে।
- গ) সঠিক উত্তরের জন্য ১০০% নম্বর পাবে।
- ঘ) বানান ভুল হলে বানানের নিয়মে নম্বর কাটা যাবে।
- ঙ) একটি বাক্যে ১টি বানান ভুলের জন্য  $\frac{1}{2}$  নম্বর কাটা যাবে।
- চ) বাক্য সাজানোর ভুলের জন্য  $\frac{1}{2}$  নম্বর কাটা যাবে।

০৫. শব্দ গঠনঃ শুদ্ধ বানানে সঠিক ভাবে শব্দ তৈরি করলে ১০০% নম্বর দেওয়া হবে। বানান ভুল বা অর্থবিহীন শব্দ লিখলে বা ভুল শব্দ লিখলে কোন নম্বর দেওয়া হবে না।

০৬. বানান ভুলে নম্বর কাটাঃ

- ক) ১ থেকে ২ টি বানান ভুলের জন্য  $\frac{1}{2}$  নম্বর কাটা যাবে।
- খ) ৩ / ২ টি বানান ভুলের জন্য ১ নম্বর কাটা যাবে।
- গ) ৫ টি থেকে ৭ টি বানান ভুলের জন্য ২ নম্বর কাটা যাবে।
- ঘ) ৮ টি থেকে ১০ টি বানান ভুলের জন্য ৩ নম্বর কাটা যাবে।

০৭. বিপরিত শব্দঃ সঠিক উত্তর ও সঠিক বানানে পূর্ণ নম্বর দেওয়া যায়। বিপরীত শব্দ লিখতে গিয়ে বানান ভুল হলে নম্বর দেওয়া যাবে না। সঠিক হলে ১০০% নম্বর পাবে। শব্দ / বিপরিতশব্দ / শব্দের বানান ভুল / বিপরিত শব্দের বানান ভুলের জন্য পুরো নম্বর কাটা যাবে।

০৮. শব্দার্থঃ শব্দের অর্থ সঠিক হলে পূর্ণ নম্বর দিতে হবে। অর্থ সঠিক না হলে এবং বানান ভুল হলে কোন নম্বর দেওয়া যাবে না।

ক) শব্দ বা অর্থের, শব্দের বানান ভুল, যে কোন ভুলই ভুল হিসেবে বিবেচিত হবে। সেক্ষেত্রে পুরো নম্বর কাটা যাবে।

খ) শব্দ তুলতে ভুল হলে  $\frac{1}{2}$  নম্বর কাটা যাবে।

17. Students will not write or draw anything on the wall and desk of the classroom.
18. If any student fails twice in the same class he will not be allowed to stay in this institution.
19. Use the diary properly and submit it to your class teacher who is to check whether that is properly used.
20. If you lose diary you will be fined TK. 100 for a new one.
21. Obey and follow your teacher.
22. Be attentive and responsive to the class.
23. Don't shout, quarrel, disturb, push, cry and keep mum.
24. Don't touch other's materials.
25. Be clean and tidy.
26. Remove shyness; be positive, interactive and spontaneous.
27. Bring all the Books, Exercise Book and Home Work daily and nicely.
28. Be regular to your class.
29. Must be developed: Truthfulness, Responsibility, Nice Handwriting, Spoken and Presentation, Pleasing Personality, Friendliness, Morality, Cooperativeness and be thankful.

### Instruction for Guardian

**Please help us to help you and your child to be Student of the Week or Student of The Year:**

1. Don't enter or stay inside the classroom without permission.
2. Send and pick up your child timely.
3. Give homemade snack or tiffin.
4. Don't give them packet food or junk food.
5. Bring the Guardian's Collection Card to drop and pick up your child.

## Code of Conduct for Students

01. Always start everything in the name of the Almighty Allah.
02. Obey and show respect to your parents, teachers and seniors.
03. Always speak the truth, be honest, think honestly and hate offense.
04. Be industrious and persevering. Don't be disappointed. Always depend on Allah for your success and pray for His help.
05. Come to School minimum 15 minutes earlier and join morning assembly, general knowledge class, turn out inspection and information class.
06. The students will not go and loiter anywhere during the school hour except tiffin period.
07. The dirt of class room and waste of your tiffin will be put in a preserved basket.
08. Don't enter into the campus with any outsiders.
09. Enter into the class room after tiffin period – just after the warning bell.
10. No one is allowed to spoil the properties of the school.
11. Any student who tends to run away or left XEBEC without permission must be punished.
12. Prepare your regular lesson and home task and join in class.
13. Be attentive in every class and try to understand the lesson.
14. Make short notes on your daily study program, which is given by teachers and seek help of teachers about any query which is not clear to you.
15. You are cautioned that you should not copy, talk and see pages of any books and written papers in the examination hall. He who intends to copy or prepare himself to copy in the examination hall will be expelled and given TC from XEBEC.
16. Don't make any disorder after the final bell. Switch off all fans, tubes and leave the class room silently after the break.

## Syllabus Level – Nursery Subject: Math

### Selected Book:

1. Explore Math Plus Books- A
2. সোনামণিরা সংখ্যা শেখো (১ - ৫০)
3. Teacher's Selected Sheet
4. Video Clips:

### 1<sup>st</sup> Term Assessment - 1: (50 Marks)

- 1) Explore Math Plus Books-A
- 2) সোনামণিদের সংখ্যা শেখো। (১ - ২০) (পৃষ্ঠা: ০২ - ১৬)
- 3) Teacher's Selected Sheet
- 4) Video Clips:

### Question Items and Marks Distribution:

- 1) Write down (1 - 20) and (১ - ২০)  
Explore Math's Plus - (Page: 25 - 79)  
সোনামণিরা সংখ্যা শেখো - পৃষ্ঠা: ১ - ১৬
- 2) Write the Before, After and Between Number.  
Follow work book - 1
- 3) See the picture, count and write the figure:
- 4) Match the (Figure- Picture) / (Bengali - English Figure) Follow work book - 1
- 5) Say and colour the shapes (Follow work book - 1) & Explore Math's Plus - Page: 88 - 92.
- 6) Count the number both English and Bengali (0 - 20) & (০ - ২০) (Video Clips & Sheet)
- 7) Write the missing number (1 - 20) (১ - ২০)  
(Video Clips) Explore Math's Plus - Page - 86, 87, 85, 73 & Follow work book – 1

**Half Yearly Assessment, Marks - 100**

1. Explore Math Plus Books- A
2. সোনারমণির সংখ্যা শেখো ।

**Question Items and Marks Distribution:**

1. Write down & count (1 - 30) and (১ - ৩০)  
সো. স. শে - পৃষ্ঠা: ১ - ১৬
2. Write the Before, After and Between Number.  
Explore Maths Plus - Page: 15, 16 & Follow work book -2
3. Match the Bengali - English Figure (Sheet).  
Follow work book - 2
4. Write down in Ascending and Descending order. (Video clips& work book - 2)
5. Write in word English and Bengali (1 - 15) and (১ - ১০)  
Follow copy.
6. Put Tick Mark or Circle (Comparison)  
Explore Maths Plus - Page: 5 - 14
7. Let's add: Page: 55, 57  
(Video Clips & Sheet)
8. Let's Subtract: Explore Maths Plus - Page: 61, 63.  
(Video clips & Sheet)
9. Say and Colour the Shapes. (Video Clips & Sheet)

**2<sup>nd</sup> Term Assessment, Marks - 50**

1. Explore Math Plus Books - A
2. সোনারমণির সংখ্যা শেখো ।

**Question Items and Marks Distribution:**

1. Write down& count (1 - 50) and (১ - ৩০)
2. Write the Before, After and Between Number.  
(Video Clips & Sheet) Follow work book - 1
3. Match the (Figure - Picture) / (Bengali - English Figure)  
Follow work book – 1
4. Write in word (1 -20) (১ - ১৫)

**Half Yearly Assessment, Marks - 50**

**Selected Book:-**My Conversation Book - B, Page: (5 10)

**Question Items & Marks Distribution:**

1. Touch and show.
2. Some common instruction.
3. Answer the question orally (Page: 5 - 10)
4. Interview:
5. Listening and Speaking.
6. Presentation.
7. Phonetics (A - Q)

**2<sup>nd</sup> Term Assessment, Marks - 25**

**Selected Book**

1. Some common instruction.
2. Answer the question orally. (Page : 11 - 15)
3. Interview:
4. Listening and Speaking.
5. Presentation.
6. Phonetics (A - Z)

**Summative Examination, Marks - 50**

**Selected Book -**My conversation Book - B (Full Book)

**Question Items and Marks Distribution:**

1. Some common instructions.
2. Touch and show.
3. Answer the question orally. (Full Book)
4. Interview:
5. Listening and Speaking.
6. Presentation. 7. Rhyming word with phonetics.

### **Direction to evaluate the exam paper**

1. Model of the picture must be accurate and clearly visible. Any haziness or unclearness will be the subject of cutting down marks.
2. If the model or scenery or picture is drawn appropriately from the text book 90% marks would be given.
3. For drawing any model, map etc or for naming anything appropriately, full marks will be given. Pencil is to be used for drawing.
4. Color combination or over all look will be considered highly. For anything missing or over practicing marks will be cut down.
5. 3 things will be counted for cent percent marks:
  - a) Theme of the drawing. Use of imagination of the learner.
  - b) Model, Shape, Pattern or Physical look of the picture.
  - c) Color Combination, Follow the Line or Box appropriately. For anything missing or mistake marks will be cut down.

### **Subject: Conversation and Phonetics - 50**

**Selected Book:-** My Conversation Book - B

#### **1<sup>st</sup> Term Assessment, Marks - 25**

#### **Question Items & Marks Distribution:**

1. Answer the questions orally. (Page: 1-4)
2. Interview:
3. Listening and Speaking.
4. Presentation.
5. Phonetics (A-J)

5. Put Tick Mark or Circle (Comparison)
6. Write down Roman Number: (1 - 10)  
Follow work book - 1
7. Write down in Ascending and Descending order.  
(Video clips & Sheet) Follow work book - 1
8. See and Say the number. Follow work book - 1
9. Odd and Even number (1-10)

#### **Summative Examination, Marks - 100**

- 1) Write down & count (1 - 70) and  
(১ - ৫০) সো. স. শে - পৃষ্ঠা: ১ - ৩২
- 2) Write the Before, After and Between  
Number (Video Clips & Sheet)
- 3) See the picture, count and write the figure.
- 4) Match the (Figure - Picture) / (Bengali - English  
Figure)
- 5) Write in word in English and Bengali (1 - 30)  
and (১ - ২০)
- 6) Put Tick Mark or circle (Comparison)  
(Video clips & Sheet)
- 7) Let's add: Explore Maths Plus, Page: 58, 59, 60  
& Work book - 4
- 8) Let's Subtract: Explore Maths Plus, Page: 64, 65, 66  
& work book - 4
- 9) Write down Roman Number (1 - 10)  
(Video Clips & Sheet)
- 10) Circle the odd or Even number follow work

book.

### **Direction to evaluate the exam paper**

01. **Oral Presentation:** For oral presentation, student's pronunciation, confidence, eye contact, body language, posture, gesture, gait will be considered. For showing the satisfactory performance in every respect, full marks will be awarded. For missing of anyone from the above marks will be cut down accordingly.
02. **Written of Number / Figure / Word:**
  - a) **Number / Figure / Letter:** Size, shape, starting & finishing the line, writing instruction according to line will be counted. If everything is alright, 100% marks will be awarded. For any mistake or missing marks will be cut down accordingly.
  - b) **Space between Digits:** Instructed space must be followed. Otherwise marks will be cut down.
  - c) **Erasing or Overwriting:** For erasing or overwriting marks will be cut down.
03. **Sharpening pencil:** Write with thin line / nib of the pencil. If your line is thick marks will be cut down.
04. **Neatness of Sheet:** Keep your answer script neat and clean. For any sort of untidiness marks will be cut down or for unusual space marks will be cut down.
05. **Geometry:** Pencil must be sharp and rubbing or erasing is not acceptable. Drawing of figure with pen, no mark will be given.
06. No marks shall be awarded in case of wrong answer.
07. No marks shall be awarded in case of wrong drawing in geometry.

### **Religion and Positive Discipline - 50**

Selected Book: My Religion Book -

### **Question Items & Marks Distribution:**

1. Add the dot and colour.
2. Draw the picture (National Flag, Ball).
3. Colour the picture.
4. Co-curricular Performance:  
(Recite, Sing, Dance, Do with action).

### **2<sup>nd</sup> Term Assessment, Marks - 25**

1. Selected Basic English (Page: 21 - 32)
2. Video Clips.
3. Teacher's Selected Sheet.

### **Question Items & Marks Distribution:**

1. Add the dot and colour.
2. Draw (Fish, Candle)
3. Co-curricular Performance:  
(Recite, Sing, Dance, Do with action)

### **Summative Assessment, Marks - 50**

Selected Book - Explore draw and colour (Whole book)

### **Question Items & Marks Distribution:**

1. Add the dot and colour.
2. Draw and colour (Ice-cream, Fish)
3. Colour the picture.
4. Co-curricular Performance.  
(Recite, Sing, Dance, do with action)



**Summative Assessment, Marks -50**

Learning Basic Science: (Page: 47 - 56)

**Question Items & Marks Distribution:**

1. Say about the picture.
2. Matching.
3. Draw a house and colour.
4. Make a Birthday Card (Practical)
5. Answer the questions orally.

**Subject: Drawing and CCA - 50**

**1<sup>st</sup> Term Assessment 1, Marks - 25**

1. Selected Book: -Explore Draw and colour. (A)

Page: (1 - 7)

2. Video Clips.
3. Teacher's Selected Sheet.

**Question Items & Marks Distribution:**

1. Add the dot and colour.
2. Colour the picture.
3. Co-curricular performance:  
(Recite, Sing, Dance, Do with action).

**Half Yearly Assessment, Marks - 50**

1. Selected Book: -Explore Draw and colour. (A)

Page : (8 - 20)

2. Video Clips.
3. Teacher's Selected Sheet.

**1<sup>st</sup> Term Assessment, Marks - 25**

Selected Book: My Religion Book (Page:1-3 and 6)

**Question Items & Marks Distribution:**

1. Answer the question orally
2. Say the name of the letter with sound (ا - ض)
3. Tell the Surah & Duah.  
(a) Duah of eating (b) Kalima Taiba
4. Diary, Reward Chart, Class Performance, Morality and Discipline.

**Half Yearly Assessment, Marks - 50**

Selected Book: My Religion Book (Page: 4 - 9)

**Question Items & Marks Distribution:**

1. Answer the question orally.
2. Write down (ا - ض)
3. Fill in the Blanks (ا - ض)
4. Match the Haraf.
5. Tell the Surah & Duah.  
(a) Duah of study, eating & starting work.  
(b) Surah - Fatiha, Kawsar, Kalima Shadat
6. Diary, Reward Chart, Class Performance, Morality and Discipline.

**2<sup>nd</sup> Term Assessment, Marks -25**

Selected Book - My Religion Book (Page: 10 - 12)

**Question of Items & Marks Distribution:**

1. Write down (ا - ي)
2. Match the Harf.
3. Answer the question orally.

4. Tell the Surah & Duah. (a) Duah for Parents, Sleeping, Starting work (b) Surah - Fatiha.
5. Diary, Reward Chart, Class Performance, Morality and Discipline.

**Summative Assessment, Marks - 50**

Book: My Religion Book (Full Book Review)

**Question Items and Marks Distribution:**

- 1) Write down ( ٢ - ١ )
- 2) Match the Harf.
- 3) Fill in the blanks
- 4) Answer the question orally.
- 5) Tell the Surah & Duah. (a) Review all previous Surah & Duah of (T.T - 1, T.T - 2 & Half Yearly)
- 6) Diary, Reward Chart, Class Performance, Morality, Discipline.

**Science & GK - 50**

1. Selected Book: Learning Basic Science.
2. Video Clips.
3. Teacher's Selected Sheet.

**1<sup>st</sup> Term Assessment, Marks - 25**

**Question Items & Marks Distribution:**

Learning Basic science: Page: (5 - 13).

1. Put the tick (✓) on the growing and cross the non-growing.
2. Colour the Plant / Flower.
3. Say the name of the picture

4. Matching.
5. Answer the question orally.
6. Learning Basic Science book (pg- 18,19,20)

**Half Yearly Assessment, Marks - 50**

Selected Book: Learning Basic Science:  
(Page: 14 - 25) (39-46)

**Question Items & Marks Distribution:**

Learning Basic science

1. Put the tick (✓) on the growing things and cross the non-growing things.
2. Colour the Plant / Flower.
3. Say the name of the picture
4. Matching.
5. Answer the question orally.
6. Learning Basic science book (pg 39-46)

**2<sup>nd</sup> Term Assessment, Marks - 25**

Selected Book: Learning Basic Science: (Page: 26 -38)

**Question Items & Marks Distribution:**

1. Show and say the name of the pictures.
2. Count and write the number how many?
3. Matching.
4. Answer the questions orally.