



Information for the School Year 2016/17

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Legal Status of the School

The DSND is one of more than 140 overseas German schools recognised by the Standing Conference of the Ministers of Education and Cultural Affairs of the states in the Federal Republic of Germany (*KMK*) and hence authorised to award German school leaving certificates. DSND students can take the final secondary and middle school examinations as well as the German International Abitur Examination. The *Bund-Länder* Committee for School Education Abroad (*BLASchA*) is responsible for the academic supervision of schools world-wide. Whereas financial, personnel and organisational support is provided by the Central Office for the Overseas School System (*ZfA*) on behalf of the Federal Foreign Office.

The school is part of the *Deutscher Schulverein New Delhi* [DSND], a non-profit-making association registered in Germany. The school's affairs are managed by a Board elected by the patrons. The Board decides on the fee structure and supervises the finances.

History of the School

The DSND consisting only of a kinder garden and primary school was first set up in a residential house in Delhi in 1961. In the following years the school moved several times. During these moves the school was always housed in redesigned residences until it finally found a more permanent home in 1992; this was in the embassy building of the erstwhile GDR, which had been acquired by the Federal Republic of Germany. Since then the school has been housed on federally owned grounds and also enjoys the protection of the German Embassy in matters relating to security.

The development from kinder garden and primary school right up to the *Abitur* level today has taken nearly 50 years. The DSND had always been a so-called Secondary Level I school going up to grade 10. In 2007 the school first obtained permission to set up a *Oberstufe* (Secondary Level II) thereby allowing it an opportunity to expand further. The first *Abitur* examination took place at the end of the school year 09/10. In September 2013 an inspection by the *Bundländer Inspektion* (Federal States inspection) was undertaken. The DSND passed this inspection with distinction thereby achieving the award of "Excellent German Overseas School".

School Academic Structure and Programme

The school is divided into 4 levels.

Kindergarten

Pre-nursery (Sternschnuppen) 18 months to 3 years

Kindergarten and Pre-school 3 to 6 years

Primary school Grades 1 to 4

Secondary level I Grades 5 to 10

Secondary level II Grades 11 to 12

5th grade serves as an observation/orientation grade 10th grade functions as a link: For grammar school students (*Gymnasium*) this is the first year of High School (*Oberstufe*) whereas for middle school students (*Realschule*) this is the final year. The Secondary General School (*Hauptschule*) final exams are taken at the end of grade 9, the Middle School final exams after grade 10 and the *Abitur* (*DIAP*) on concluding grade 12.

School Curriculum

The curriculum used in the primary school since 2012/13 was developed by the DSND along the guidelines laid down by the overseas schools for the South East Asian region and the Province of Thuringia and Baden/Württemberg. The same applies to the core subjects in the high school. These form the basis for the Central Abitur held in the South East Asian Region, which is newly compiled each year. In the academic year 2015/16 the school developed its own curricula for grades 5 to 10, which were given to the *KMK* for approval.

Information on Individual Subjects

German

The DSND is a German-medium overseas school and the main language of instruction is German. Therefore proficiency in German is an essential requirement to ensure success in school. Special introductory courses can be arranged for students who do not possess the required level of proficiency in German. Students arriving mid-term/year from a school system in which German is not the language of instruction will be tested to establish the level of their language abilities/skills. If these do not meet the grade level requirements, support will be offered.

English

Living in New Delhi we are in an English speaking environment. Many of our students have been enrolled in English schools. Therefore English is taught from kinder garden onwards and continues to play a vital role throughout all the grades. In order to ensure that English language proficiency is at a level acceptable at an overseas school, native English speakers are employed along with German English teachers from primary school level onwards. These native speakers instruct English to advanced students at a level nearly comparable to that of mother tongue speakers. The grades 6, 7, and 8 will be taught together. By dividing the students into 3 different ability groups all the students of the lower secondary level (Sek.I) will be offered the necessary support to enable them to work at a level appropriate to their language skill.

French

French is the compulsory second foreign language at the DSND. French is taught from grade 6 onwards through to the *Abitur*. New entrants to the school with a different foreign language are given adequate time to achieve the grade appropriate level. During this time they are not graded in this subject. Students who join the DSND in 10th grade with no prior knowledge of French can take "French Classes for Late Beginners". These classes have to be continued through to 12th grade.

If students need time to catch up in other subjects, adequate time can also be given for this. However, the time frame is subject to agreement.

Physical Education

All grade levels of secondary level have two periods of physical education a week. In the hot months (from August to autumn break and after spring break to the end of the school year) swimming lessons will be taught. As the school does not have its own swimming pool, some of the neighbouring embassies allow us access to their swimming pools.

On primary level three periods of physical education a week are taught. In a double period during summer, comparable to secondary level, swimming is taught. The remaining single period is taught on the school's sport yard. You can find regulations concerning the air quality on our webpage: <http://dsnd.de/en/our-school/services/health-and-security.html>

Religious Instruction

Religious Instruction is given to the primary students at DSND. Protestant or Roman Catholic religious instruction is given to students in combined grades from 5 to 10 at the DSND. Students of other religious denominations or students without any religious denomination may also attend Religious Instruction classes without receiving grades. However, if they do not wish to attend, they are free to opt out of these classes. If there is adequate demand, then ethics classes can be arranged. Ethics replaces religious instruction classes as a compulsory subject in grades 11 to 12.

Focal Points

Organisational Skills Curriculum

In the academic year 2011/12 the DSND approved the implementation of a Skills (Methods) Curriculum in the grades 5 to 10. Competence in skills, needed across the curriculum, such as self-organisation, working with texts and holding presentations are taught, thereby enabling students to draw on these skills as a method for independent problem solving.

Student Based Learning / Project Work

Each school quarter Grade 5 and 6 will work on a cross curricula project. At least two subject teachers together with the students will plan a project. The students engage in independent work, teamwork, learn conflict management, how to accept and give criticism, time management, different presentation forms and much more.

In grade 7 project learning will be accelerated in the 2nd and 3rd quarter. The students are incorporated in the decision making process from the choice of topics to the development of each project. This teaching approach allows students to be individually supported and challenged while requiring students to acquire and practise the competence and skill to work independently, research the topics and work on the final presentation.

In grade 9 project learning is extended to include participation in public competitions. In English in the 2nd quarter students are individually instructed and supported in this task.

Bilingual and Foreign Language Instruction

One of the leaving certificates issued at the DSND is the so called German International Abitur Certificate (DIAP) According to the examination regulations up to 50% of the required subjects can be taken in a foreign language. Therefore preparation for this starts at the secondary I level.

In grades 5 and 6 Geography is taught in German. For selected topics single lessons or short sequences are taught in English. Basic required vocabulary will also be given in English. The same applies for history lessons in grades 7 and 8. In these grades the geography lessons are taught in modules using English and German, sometimes the languages are used during different phases of the same lesson. The core vocabulary is given in both languages. In grades 9 and 10 history is taught bilingually. The language used in geography starting in grade 9 is English.

For those students newly admitted to the school who need catch up time specific transitional rules exist.

Information and Communication skills and Laptop Classes (Secondary II)

We support students in their quest to master current information and communication technology. Primary school students will have access to laptops if this is required for their school work. From 5th grade onwards regular workshops are offered to enable students to work with computers, software applications, spread sheets and presentations.

At the end of the first semester there will be at least 2 days of intensive instruction for the students in the lower secondary school. IT skills involving word processing with the latest software, spreadsheet processing and presentations will be taught.

At the end of the second semester the students in grade 5 to 11 will be instructed in the use of social networks, internet research, online safety etc.

From 11th grade students are required to bring their personal laptops. The school provided them with their own closed network.

Inclusion

In the school year 2015/16 a team of teachers from kindergarden, primary and secondary level developed an inclusion concept for the German School New Delhi. This concept has been handed in to the Standing Conference of the Ministers of Education and Cultural Affairs of the states in the Federal Republic of Germany (*KMK*) for approval. In this concept the German School New Delhi acknowledges, like all schools in Germany, the basic right of everyone to education in a common frame. We strive to offer every student the best individual support and challenge and to support their personal development. In the upcoming school year 2016/17 the concept will start to be put into action as the idea of inclusion affects all areas of school, the lessons and all other offers.

Support and Integration

At the DSND support and encouragement are fundamental principles implemented in every class held. We aim to support students not only academically (cognitive area) but also in the area of psychomotor tension, emotionally and socially. Many students have a migration background, are Third Culture students, come from different school systems and arrive with different academic levels of achievement. Owing to the size of the school the support programme is organised on an individual basis. A time frame is agreed upon in which the student is given systematic support to attain the required level. However there is a time limit in which the expected goals must be met.

In Mathematics the school offers students in the lower secondary section needing extra support a double period once a week.

Students who require extra German as a foreign language or second language are provided with small support classes teaching from standard B1.

As of next academic year a German support teacher will be present in regular German classes 1-2 periods a week in the grades 5-10 to support students with GSL or foreign language needs.

Extra-Curricular Activities/Afternoon Activities

Apart from regular classes the German School New Delhi also offers extra-curricular activities (*Arbeitsgemeinschaften*). Therefore the school is in a position to offer an attractive full-day programme. The activities range from supervised homework (primary school and lower secondary) to physical education or music courses to after-school activity programmes such as Taekwondo-Do, Robotics and creative writing. The programme is put together at the beginning of each new semester. Most activities are free. The activities are presented and students make their choice in the second week of school.

Supervised Homework

From Monday to Thursday from 2pm to 3.30pm the school offers supervised homework, for which a fee is charged. Primary and secondary students are in separated groups. Registration is done in conjunction with the extracurricular activities. So affording primary students the choice of a combination of supervised homework and extra-curricular activities. Supervised homework starts in the first week of school. Further information can be found in the section "The First Week of School".

Career Counselling

Students from grade 9 onwards are offered career advice to help them make informed decisions about their future after graduation. The skills needed in decision making are covered in the subjects German, English, Geography and History. In grade 9 students learn how to write a CV and visit companies. In grade 10 the students organise a two week placement, which affords them the opportunity to experience the working world. In the grades 9-12 the school organises a careers advice weekend. Experts present their jobs, explain the qualifications required and offer a Q and A. A workshop involving the students in job application skills conclude the weekend session. In grade 12 individual career counselling is offered covering college admissions and job applications.

In grade 11 students are given information pertaining to colleges and universities as well as job opportunities. In grade 12 the students are prepared individually for college/university application.

School Counsellor

The school counsellor is available to students, parents, teachers and administration as an independent advisor with an obligation to confidentiality. From the academic year 2016/17 onwards he will develop together with the team of the "tea room", a group of representatives from all areas of school life, an open afternoon programme for secondary students, that will offer them a possibility of creating and organizing it themselves.

The school counsellor coordinates the extra-curricular activities of primary and secondary levels. He also coaches the interns at school and is currently developing a host student programme. In cooperation with the home room teacher the school counsellor develops lesson units concerning social learning topics and participates in teaching them.

He is also part of the team that is working on putting the inclusion concept into practice and is involved in the planning and application of individual support measures.

Details of the Different Schools

Kindergarten

Sternschnuppen/Shooting Stars

under 3 1/2 to 3 year olds

teacher/child ratio 1:4

Open Mondays to Fridays 8 am to 1.15 pm

Children may be collected at 11.25 am

Kindergarten 3year olds

Pre school one group (Children turning 6 by 30th September of the coming academic year)

Teacher/child ratio 1:8

Open Mondays to Fridays 8 am to 3.30 pm

- The Kindergarten is bilingual(total immersion model) The group teams consist of German and English speaking teachers.
- If necessary German language learning is supported by a special German support programme Lernpfad" developed by Dr Zvi Penner with a GSL/German as a foreign language trained teacher.
- the pedagogical work with the children is laid down by the quality control board for Kindergartens of the German Overseas Schools (ZfA) and they offer regular in-service training.
- The pre school children are carefully prepared for school. The Primary school and the Kindergarten coordinate classes together in a school preparation programme, which involves children from first grade and kindergarten being taught P.E. and music together. Primary teachers also teach the pre school programme twice a week in the Kindergarten. The language of instruction is German. All this aids the child's transition from Kindergarten to first grade/Primary school. For this programme a school curriculum is available for orientation.

Primary School

There is one primary class per year. Four primary teachers teach each one class as homeroom teacher. This small school offers students the opportunity to learn together and to grow in a protected environment.

The lessons follow the German curricula, the curricula of Thuringia and the common education standards for German overseas schools.

We accept all students in their individuality. We teach the students to act in a caring and tolerant way with one another. The students learn early on to work and think independently with open teaching methods e.g. work planners.

The language of instruction in primary school is German. To accommodate for the different abilities of mother tongue speakers and children with German as a second language the homeroom teacher plans and structures the German lessons together with the support teacher for German.

From first grade on English is taught three lessons a week, from third grade on it is taught four or five lessons. A native speaker teaches in grade 1 and 2, in grade 3 and 4 a German teacher of English supports her work in some of the lessons.

The primary school is the link between kindergarten and secondary school and in this function it prepares in close cooperation the transitions. Pre-school children and grade 1 are taught together in Music and Physical Education. At the end of fourth grade the students follow some lessons in grade 5 to have a peek at what is ahead of them.

Primary School Timetable:

** Classes held with pre-school*

Subjects	Grade 1	Grade 2	Grade 3	Grade 4
German	7	8	8	7
Mathematics	4	5	5	5
English	3	3	4	5
Social Studies	2	2	3	3
Physical Education	3*	3	3	3
Music	2*	2	2	2
Art	2	2	2	2
Religious Instruction	1	1	1	1
Indian Studies	1	1	1	1
Special classes	1	1	1	1
Sum total	26	28	30	30

Lower Secondary Level I

Orientation Stage

Grade 5 at the DSND has been conceived as an orientation phase. Here classes actually take place at the grammar school (*Gymnasium*) level. At the end of grade 5 recommendations are made by the teaching staff concerning the choice of opting for Secondary General School (*Hauptschule*), Middle School (*Realschule*) or Grammar School (*Gymnasium*). However, ultimately it is parents' wishes that prevail when streaming students in grade 6. Nevertheless at the end of grade 6 it is the teaching staff that makes the final decision, in which stream a student is placed.

Regulations for Students of “Hauptschule” and “Realschule”

Students in the “Hauptschule” and “Realschule” stream in grades 6 to 10 cannot be taught in separate classes and thus will be taught according to the methods of a differentiated classroom. Lessons are generally held on a “Gymnasium” level, students of “Haupt-” and “Realschule” receive where ever possible separate tasks for classes and tests. French as a second foreign language is not mandatory for these students and can be replaced with the subject “Science Studies”. A switch between the different school streams is then possible up to the end of 8th grade if French as second foreign language was taken and satisfactory subject grades are achieved. The initiative to change school streams can be taken by the parents as well as by the teaching staff. The final decision rests with the staff.

Students wishing to complete their secondary education in 9 instead of 8 years can be streamed as “Realschüler” from grades 6-10. Upon passing the “Realschule” exams with a certain grade point average a student can repeat 10th grade and continue at “Gymnasium” level in order to qualify for the upper secondary (Sek. II) grades 11 and 12.

Timetable for Grades 5 to 10

Subjects	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9	Grade 10
German	5	4	5	5	4	5
English	5	4	4	4	3	3
French	-	4	4	4	4	4
Art	2	2	2	-	2	1
Music	1 [^]	1 [^]	1	2	2	2
Mathematics	5	4	4	5	5	4
Biology	2	2	2	2	2	2
Chemistry	-	-	-	2	2	2
Physics	1 [^]	1 [^]	2	2	2	2
History	-	2	2+	2+	3*	3*
Geography	2+	2+	2#	2#	3°	3°
Indian Studies	2	-	-	-	-	-
Religious Instruction Protestant / Roman Catholic	2	2	2	2	2	2
Physical Education	2	2	2	2	2	2
Homeroom period	1	-	-	-	-	-
Total	30	30	32	34	36	35

[^] Subjects are taught 2 lessons a week for one semester

⁺ Lessons are taught in German. For selected topics single lessons or short sequences are taught in English. Basic required vocabulary will also be given in English.

[#] lessons are taught in modules using English and German, sometimes the languages are used during different phases of the same lesson. The core vocabulary is given in both languages.

^{*} lessons taught bilingually

[°] lessons taught in English

Secondary Level II

At the German School New Delhi upper secondary classes in the grammar school are taught a prescribed set of subjects remaining in their homeroom group. These subjects can no longer be split up into different courses. The option to choose either an advanced or basic course is no longer available at overseas schools. Completion of the German International Abitur Examination (DIAP) is the main focus of the DSND. This exam has been specially devised for German overseas schools with the objective of strengthening the international character of the overseas schools. The examination is basically the same as a normal German *Abitur* from the legal point of view and is also recognised as such worldwide. However, as far as contents goes the DIAP offers the additional option of completing the course in a foreign language (in our case English). There are three written and two oral examinations. It is compulsory to take a written German examination (comma) however students are free to choose the others from their set subjects.

Subjects Prescribed for 11th and 12th Grade

	<i>Subjects</i>	<i>11th Grade</i>	<i>12th Grade</i>
	German	5	4
	English	4	4
Choice	French	4	4
On demand	Chemistry	4	4
Choice	Art	2	2
On demand	Music	2	2
	Mathematics	4	5
	Biology	3	3
	Physics	3	3
	History	3*	3*
	Geography	3°	3°
	Ethics	2	2
	Sports	2	2
	Total	35	35

*bilingual classes, °language of instruction English

Admission

The criteria for admission to the school are the ability to follow classes conducted in German.

We are a small school and do our best to accommodate for each individual student. The admission of children with severe learning difficulties requires individual planning and reflections together with the parents, as to enable an integration and support according to the individual needs.

School fees are regulated by the current table of fees and are payable half-yearly. (The current table of fees is published on the website.)

Report Cards and Transfer Rules

Students in grade 1 and 2 are given report cards at the end of each school year, whereas students in grades 3 to 12 get theirs half-yearly and at the end of the school year. Report cards for grades 1 and 2 contain written assessments on performance together with comments on class work and social interaction. From grade 3 onwards results are given in the form of grades.

Report cards at the secondary school level (classes 5 to 12) include a comment on the school stream, i.e. Secondary General School (*Hauptschule*), Middle School (*Realschule*) or Grammar School (*Gymnasium*). The annual report card contains a comment on transfer into the next class. Transfer rules can be found and read under the transfer regulations for primary school and classes 5 to 10 on the school's website. Grades 11 and 12 are regarded as one unit. Students who leave school during this period are issued transfer certificates and students who have passed a school leaving exam are given school leaving certificates.

School Textbooks and Class Materials

The school textbooks being used are ordered from Germany by the school and handed out to pupils according to their requirements during the first few days of school. Parents are given a list of the books that have been handed out and a bill for the same. The DSND website contains the list of school books and stationary for classes 1 to 4 and a general list of class materials for classes 5 to 12. All of which can be downloaded. Most of the stationary can be bought in New Delhi except for notebooks with special lines which can be purchased from the school office.

The School Day

The DSND has primarily been designed as an "all-day" school in keeping with the developments of modern society. Most of the compulsory subjects are taught during the morning periods so that the children and students are free to choose from a host of programmes as part of their extra-curricular activities in the afternoons. During lunch-break pupils can enjoy a hot lunch (vegetarian and non-vegetarian) prepared by our chef. This is offered at a reasonable rate.

Period	Time	Kindergarten, Preschool	Primary School	Sec. I and Sec. II
1.	08:00 - 08:45	Supervised play or classes	Classes	Classes
2.	08:50 - 09:35			
	09:35 - 09:50	Breakfast	First recess	
3.	09:50 - 10:35	Supervised play or classes	Classes	Classes
4.	10:40 - 11:25			
	11:25 - 11:40	Snack	Second recess	
5.	11:40 - 12:25	Supervised play or classes, Extra Curricular Activities	Classes or Extra Curricular Activities	Classes
6.	12:30 - 13:15			
	13:15 - 14:00	-	Lunch break	
7.	14:00 - 14:45	-	Extra Curricular Activities "Teestube"	Classes or Extra Curricular Activities
8.	14:45 - 15:30	-		
9.	15:30 - 16:15	-	-	Extra Curricular Activities
10.	16:15 - 17:00	-	-	

School Rules and Regulations

On admission to the school parents and students undertake to honour the school regulations (e.g. school regulations, grade placement rules, school rules). These can be viewed on our homepage under the section School Information/School Regulations (under „downloads“).

Teachers

There are 22 dedicated and qualified German speaking teachers with qualifications from Germany, in addition one English native speaker is employed. Seven teachers and the principal are sent and paid by the German government. The school also employs nine qualified kindergarten teachers, a ~~speech therapist~~, a School-Counsellor and 6 qualified administration staff.

Location and building

The school is very well-situated both from a traffic and safety point of view in Chanakyapuri, New Delhi's diplomatic enclave. It is housed in one portion of the embassy building of the erstwhile GDR. The school has its own playground; swimming classes are conducted outside the premises. Over the past years much has been adapted in the building to accommodate the needs of the school. All buildings are equipped with an air purification system.

Bus service

The school owns seven school buses and runs a school bus service. These buses travel to/ from school five times a day: In the morning and at 11:30, 13:15, 15:30 and 17:00 for the home run. The bus routes are worked out according to individual requirements at the beginning of each school year but may vary during the course of the school year. Requests for pick-up from the door-step or for a particular sequence to be followed cannot be granted. In some cases a collection point must be agreed upon. Alongside the bus driver there is a bus supervisor. Children aged 5 upwards may ride the bus. If the child is sick or being picked up personally and is therefore unable to ride the bus Mrs Augustin at: bus@dsnd.de must be informed. If your child is to ride the bus home with a friend, the school must be informed of this in writing to ensure the availability of seats.

Sick Leave and Leave of Absence

If a student is sick and unable to attend school, parents must inform the school office and the homeroom teacher/Kindergarten teacher before 8 am with an email at: sekretariat@dsnd.de. Homeroom teachers can grant leave of absence up to one day. Requests exceeding one day must be made in writing to the director at least two weeks prior to the requested date. The student is solely responsible for making up any missed work. If a student falls sick during class he/she must de-register with the class teacher of the following period. Ms Augustin (bus coordinator) will then organise a pick up for the student.

Security

Security at the school gate is carried out by the school's own personnel who are assisted in the task by employees of a professional security agency recommended by the German Embassy. All Students from K to 12 will be issued with photo ID - an ID card and two pick up cards. Parents as well as private drivers, friends or relatives who drop off or pick up students must produce a collection card if they are not known by the security staff at the school gates.

The school has taken out an accident insurance policy for all its students. The policy covers not only the time when students are in class but also the time they are travelling to and from school. Class outings, excursions etc. that form part of class events are therefore covered by the insurance.

The First Week of School 2016/17

Monday 8th August 2016 - The First Day of School for Grades 2 to 12

- welcoming speech by the director held in the school foyer after which students precede to their classrooms.
- Periods 1 and 2 homeroom periods and distribution of timetables
- Period 3 assembly in the Cafeteria area
- Period 4 to 6 normal schedule and distribution of school textbooks
- Short No afternoon classes. No lunch

Tuesday onwards normal schedule. Lunch will be available and supervised homework for those students wishing to be registered in the groups.

Wednesday 10th August – First day for Pre-school and First Grade Students

The assembly will start at 9.50 am in the foyer at the DSND. Parents pick up students at 11.25 am. The “school cones” (Schultüten) will be prepared by last year’s 4th graders and presented to each pre-school and first grade student. Parents will receive further details on an extra invitation.

Thursday 11th and Friday 13th August first graders will have classes with their grade teacher from 8am to 11.25am.

Monday 15th is Independence Day.

Tuesday 16th August normal schedule.

Lunch

Lunch registration forms will be distributed in the first days of school. Filled in forms are to be returned with the exact amount in INR as soon as possible.

Primary students who are not registered for an extra-curricular activity or supervised homework are to be picked up at 2pm. as there is no supervision after 2pm-

P.E. August to Autumn Break

Students will have swimming lessons in the double periods. They will be taken by bus to one of the nearby embassy pool. Students must bring appropriate swimsuits, towels and water bottle. In primary school the single lesson is taught on the sports fields, for which also appropriate sports clothing a water bottle and sun protection are to be brought. Water fountains are situated on each floor in the school building and in the schoolyard. Students can fill up their water bottles there.

New Delhi, 10. June 2016

Procolino Antacido, School Principal

Further information with the current dates, schedules and school calendars can be found on our website:
<http://www.dsnd.de>