

Regarding School timings

All teaching staff members are notified that w.e.f from 05-01-2019 i.e. Saturday School timings will be 9:20 AM - 3:10 PM and same timings will be followed upto 17th January, 2019 and teachers are

Teacher's same must be announced in respective classes also and inform your drivers also.

All vehicles in which teachers are coming and teachers coming by their own must reach school before 9:15 AM.

[Signature]
04/01/2019
4/1/19

[Signature]
4-1-19

[Signature]
4/1/19 (A.A.)

Kamini *[Signature]*
4/1/19

Bharti *[Signature]*
4/1/19

Ms. Nikkita *[Signature]*
4/1/19

Ms. Parvi *[Signature]*
4/1/19

Ms. Jashodha *[Signature]*
4/1/19

Ms. Shreya *[Signature]*
4/1/19

Ms. Kavita *[Signature]*
4/1/19

Ms. Navjinder *[Signature]*
4/1/19

Ms. Tyotsame *[Signature]*
Taura

Ms Rimpal *[Signature]*
4/1/19

Ms Chakshu *[Signature]*
4/1/19

Ms. Rajni *[Signature]*
4/1/19

Ms Shilpa *[Signature]*
4/1/19

Mr. Suresh *[Signature]*
4/1/19

Ms. Guppal *[Signature]*
4/1/19

Mr. Jagdish *[Signature]*
4/1/19

05/01/2019

All teachers kindly notified following points and follow it.

1. No Morning assembly will be there, so all class incharges must reach their classes without wasting time in knowledge centre or corridors gossiping in gathering.
2. After 4th period recess will be there, so where ever teachers are having 5th period will do their lunch in respective class and 10th class student (Only for today) will give corridors duties and from Monday house on duty teachers and students will do the same duties.
3. Focus on academics ^{also} and try to complete your Syllabus without ~~the~~ wasting time.
4. Daily Diary must be given by all subject teachers and checked ~~by~~ ^{at} 7th / 8th period teachers (whichever ever is the last period)

Ms. Kimpal 5/1/19
 Ms. Nikketa 5/1/19
 Ms. Jashadla 5/1/19
 Mr. Puresh 5/1/19
 Mr. Jagdeesh 5/1/19

Mr. Calt Kumar 5/1/19

Angeli Prusty 5/1/19

Shilpa Manhas 5/1/19

Ms. Aruti 5/1/19

Ms. Kavita 5/1/19

Mrs. Bharti 5/1/19

Ms. Shanti 5/1/19

Ms. Rajni 5/1/19

Mr. Mahila 5/1/19

Ms. Shilpa 5/1/19

Ms. Priyanka 5/1/19

Ms. Choksha 5/1/19

= 5/1/19

Ms. Kamini 5/1/19

Ms. Narginder 5/1/19

Ms. Tanvi 5/1/19

Ms. Tyotsane 5/1/19

1-4-2019

classmate

Date
Page

Regarding Revers Duties (wef 1/4/2019)

N/T

As you all are aware that new session has been started from April 1, 2019. So, now it is the time to adopt seriousness towards morning.

→ Revers Duties have been set up from NUR to Class 5th. The teachers having 5th period in the classes are supposed to give duties inside the classrooms. Inculcate table manners among students, ensure that all students are completing their lunch and complete your lunch within room only. Tea + Water will be served to you there only.

→ These teachers teaching 6th-10th class are supposed to sit + have lunch in knowledge centre.

Class	Duty Teacher	changed
NUR class	Ms. Nkt	→ School
LKG	Ms. Neeru	Timings
LKG BB	Ms. Spara	7:50 AM to
LKG BC	Ms. Rekha	1:55 PM.
1BB	Ms. Kamini	
1BC	Ms. Malvika	
2BB	Ms. Kanika	
3BB	Ms. Bharti	
3BC	Ms. Jania	
4BB	Ms. Rajinder	
4BC	Ms. Shilpa	

9/12/2019

Circular Regarding CCA

Dear Teachers

This is to inform you all that alongwith Ms. Anjali, a new CCA incharge has been added. New CCA incharge is Ms. Nkt.

With effect from today, Ms. Anjali and Ms. Nkt are two CCA incharges. Their duty is to maintain decoration inside Classroom, corridors and Notice Boards.

CCA Incharge - Ms. Anjali, Ms. Nkt. ~~9/12/19~~ 9/12

Following are the coordinators :

- Grp 1 - Ms. Rajni ~~9/12/19~~ Ms. Kamini ~~9/12/19~~
 Grp 2 - Ms. Anshu ~~9/12/19~~
 Grp 3 - Ms. Anjali ~~9/12/19~~
 Grp 4 - Ms. Shilpa ~~9/12/19~~

In case of any academics related query, kindly concern your coordinator.

- | | | |
|-----------------------------|-----------------------------|---------------------------------|
| 1. Chirp 9/12/19 | 6. Tanya 9/12/19 | 10. Rishi 9/12/19 |
| 2. Chakhu 9/12 | 7. Kanta 9/12 | 11. Poheli 9/12/19 |
| 3. Megha 9/12 | 8. Pari 9/12 | 12. Calista 9/12/19 |
| 4. Boonam 9/12 | 9. Monika 9/12 | 13. Ar Singh 9/12/19 |
| 5. Niketa 9/12 | 14. Shalin 9/12 | 14. Sul 9/12 |
| | 15. Suej | 15. Rishu 9/12 |