

EKLAVYA MODEL RESIDENTIAL SCHOOL KAWANT, CHHOTAUDEPUR (GJ)



ACADEMIC SESSION 2025-26

INSTITUTIONAL PLAN

EKLAVYA MODEL RESIDENTIAL SCHOOL KAWANT, CHHOTAUDEPUR (GJ)-391170

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<https://emrskawant.in/>

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PREFACE

This book prescribes the Institutional Plan, achievements and academic calendar targeted for the academic year 2025-26 to achieve the goal of quality education along with all round development of the students.

Hoping these efforts definitely help to create healthy competitive academic atmosphere in scholastic and co- scholastic areas among the students and bring leaves to the Vidyalaya.

As staff of concerned departments make high efforts and contributed their views and ideas to bring this book in full colorful shape to catch the hearts of each and every individual staff, students and various levels of stake holders.

INSTITUTIONAL PLANNING

Institutional Plan is a planned document prepared before the commencement of a new academic session by every school to realize the goals of organization keeping in view of objectives, felt needs, local resources available and likely to be available, constraints, previous years' feedback from the stake holders and priorities of EMRSs. As it is a roadmap to the institution all stakeholders such as teachers, parents, students, local community members etc. are to be involved in its preparation. It allows a comprehensive and long-term perspective based on a clear assessment and understanding of the EMRS activities. Areas like Academics, Administration, Developing Physical Facilities, Community Linkage, Pace Setting Activities, Campus Beautification etc. should find due place in it. It can be used as a document for the decentralization of administration through formation of various committees for ensuring participatory management. A good Institutional Plan properly implemented, no doubt, creates a favorable setting in the school which in turn, ensures efficiency in operation, improved instruction, better standards of achievement, a sense of joy and achievement among stakeholders and a better image of the school.

OBJECTIVES OF NESTS

- I. To establish, endow, maintain, control and manage schools {Eklavya Model Residential Schools (EMRS), Eklavya Model Day Boarding Schools (EMDBS) and Centre of Excellence for Sports} and to do all acts and things necessary for or conducive to the promotion of schools which will have the following objective:
- II. To provide quality modern education – including a strong component of inculcation of values, awareness of the environment, adventure activities and physical education – to the talented tribal children predominantly from the rural areas without regard to their family's socio-economic condition.
- III. To provide facilities, at a suitable stage, for instruction through a common medium all over the country.
- IV. Offer a common core-curriculum of ensuring comparability in standards and to facilitate and understanding of the common and composite heritage of tribal people.
- V. To progressively bring students from one part of the country to another in each school to promote national integration and enrich the social content.
- VI. To serve as a focal point for improvement in quality of school education through training of teachers in live situations and sharing of experience and facilities.
- VII. To provide opportunities to students for extra-curricular activities moving towards Centre of Excellence in sports etc.
- VIII. To facilitate students developing pride in national culture, preserving and cherishing tribal heritage, tribal culture, music, dance and other arts.
- IX. To help students acquire skills particularly those oriented to employment including self-employment.
- X. To strive to achieve best academic standards, excellence in sports and extra-curricular activities.

ABOUT NESTS

National Education Society for Tribal Students which is an Autonomous Organisation under Ministry of Tribal Affairs, Government of India started Eklavya Model Residential School all over the country for tribal students. These are co-educational, residential schools, fully financed by Government of India and run by an autonomous organization, NESTS, under the Ministry of Tribal Affairs. Though admission to these schools is at Class VI level, in order to optimally utilize infrastructure facilities available, vacant seats at Class IX level are filled through an All India level Selection Test. Education in the schools is free including boarding, lodging, uniforms and textbooks.

E.M.R.S. Kawant is currently running in a temporary building in Gojariya village provided by the office of Project Administrator, Tribal Area Sub Plan Chhotaudepur, Permanent building is under construction at Amsota Village. Gojariya village is at the distance of 05 K.M. from Kawant Taluka which approx 40 K.M. from District Headquarter.

ABOUT THE SCHOOL

1.	Year of Establishment	2019
2.	(i) Complete address of the Vidyalaya with Pin code	EMRS Kawant, Vil- Gojariya, Ta- Kawant Distt.- Chhotaudepur (GJ) PIN-225126
	(ii) Telegraphic Address	
	(iii) Telephone No, Fax No, with STD code	7080361935
	(iv) E-mail ID	emrskawant2019@gmail.com
	(v) Website	https://emrskawant.in/
3.	(i) Name of the Principal	Shri. SANDEEP KUMAR
	(ii) Name of the Vice Principal	Post Vacant
4.	Name of the Project Administrator, with complete postal address with PIN code Telephone No, Fax No, E-mail address	Shri Kalpesh Kumar Sharma – IAS Project Administrator Tribal Area Sub Plan, Chhotaudepur patddchhotaudepur@gmail.com
5.	Name of the Chairman, SMC, with complete postal address with PIN code Telephone No, Fax No, E-mail address	Smt Gargi Jain- IAS Collector & District Magistrate Chhotaudepur(GJ) PIN- 391165

and etc.	Ph- +919978405937, collector-cho@gujarat.gov.in
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6.	Geographical Location of the Vidyalaya	
(i)	Name of District Head Quarter & its distance from the School	Chhotaudepur 40 Km.
(ii)	Climate condition of the District	Summer
(iii)	Name of nearest Railway station and its distance from the Vidyalaya	Chhotaudepur 40 Km.
(iv)	Name of the nearest Bus Stand and its distance from the School	Kawant, 05 Km.
(v)	Name of the nearest Air port and its distance from the School	Vadodra Airport , 121 Km.
(vi)	Name of the Nearest Police Station and its distance from the School (please indicate the telephone no.)	Kawant, 06 Km. Ph.-
(vii)	Name the nearest Hospital and its distance from the School (please indicate the telephone no.)	CHC, Kawant 06 Km.

(viii)	Mode of Transport facility available to reach the School and its frequency	Bus,
(ix)	Name of the nearest ERMS and its distance from the School	EMRS Puniyawant Distt- Chhotaudepur, 37 Km. ERMS Nasvadi Distt- Chhotaudepur, 39 Km.
(x)	Shortest route for reaching the School from Regional Office: (in Kms)	
	(a) By Rail	No Direct Train.
	(b) By Road	257 Km.
(xi)	Shortest route for reaching the School from NESTS (HQrs.) Delhi (in Kms)	
	(a) By Rail	Km. (up to Vadodara)
	(b) By Road	912Km.
	(c) By Air	Km. (up to Vadodara)

STAFF MEMBERS DETAIL

SN.	Name of Employee	Designation	Contact No.
1	MR. SANDEEP KUMAR	PRINCIPAL	
2	MR. BHAGEERATH	PGT HISTORY	
3	MISS NEHABEN PRATAPBHAI	PGT CHEMISTRY	
4	MRS. DEEPIKA	PGT ENGLISH	
5	MISS ANJALI MANGAL	PGT BIOLOGY	
6	MR. SHAILENDRA SINGH RAWAT	PGT MATHS	
7	MISS NEHA TANK	TGT SST	
8	MR. SUNIL KUMAR JANGIR	TGT MATHS	
9	MISS MEENU KUMARI	TGT SCIENCE	
10	MR. MOHAN KUMAHAR	TGT HINDI	
11	MR. S JACOB	TGT ART	
12	MISS NEHA SRIVASTAVA	TGT PET (F)	
13	MRS. SURBHI SINGH	TGT ENGLISH	
14	MR. ASHOK KUMAR	TGT ENGLISH	
15	MR. PAWAN CHAWLA	TGT SST	
16	MRS. SANDHYA	TGT SCIENCE	
17	MR. AKSHAY KUMAR	TGT MUSIC	
18	MR. ANIL LAKRA	LIBRARIAN	
19	MISS POOJA	ACCOUNTANT	
20	MR. DEEP SINGH	JSA	
21	MR. AKHILESH KUMAR VERMA	JSA	
22	MR. DHIRAJ KUMAR YADAV	LAB ATTENDANT	
23	MR. YOGESH KUMAR	PGT HINDI(GUEST)	
24	MR. AJAY YADAV	TGT PET(M) (GUEST)	
25	MR. ABHISHEK GUPTA	HOSTEL WARDEN (M)	
26	MRS. ARUNABEN	HOSTEL WARDEN (F)	

DAILY SCHEDULE (SUMMER)

S.NO	TIMING	ROUTINE
1	5.15 AM	ROUSE
2	5.50 AM - 6.20 AM	MORNING P.T. / YOGA
3	6.20 AM - 7.10 AM	BATH AND CHANGE
4	7.15 AM - 7.45 AM	BREAK FAST
5	7.45 AM - 7.55 AM	REPORTING TO ACADEMIC BLOCK
6	7.55 AM - 8.15 AM	MORNING ASSEMBLY
7	8.15 AM - 8.20 AM	CLASS ATTENDENCE
8	8.20 AM - 9.00 AM	1st PERIOD
9	9.00 AM - 9.40 AM	2nd PERIOD
10	9.40 AM - 10.15 AM	3rd PERIOD
11	10.15 AM - 10.50 AM	4th PERIOD
12	10.50 AM - 11.05 AM	TEA-BREAK
13	11.05 AM - 11.45 PM	5th PERIOD
14	11.45 PM - 12.20 PM	6th PERIOD
15	12.20 PM - 12.55 PM	7th PERIOD
16	12.55PM - 1.30 PM	8th PERIOD
17	1.35 PM - 2.15 PM	LUNCH
18	2.15 PM - 3.20 PM	REST
19	3.20 PM - 4.30 PM	REMEDIAL
20	4.30 PM - 5.40 PM	SPORTS & GAMES
21	5.40 PM - 5.50 PM	ROLL CALL
22	5.50 PM - 6.15 PM	EVENING TEA
23	6.15 PM - 7.30 PM	SUPERVISED STUDY
24	7.30 PM - 8.10 PM	DINNER
25	8.10 PM - 8.30 PM	COUNSELING BY H.M. & HAPPY HOURS
26	8.30 PM - 10.30 PM	SELF STUDY
27	10.30 PM	LIGHT OFF

DAILY SCHEDULE (WINTER)

S.NO.	NAME OF ACTIVITY	TIME
1.	Rouse	5.30 a.m.
2.	Morning PT/Yoga	6.00 to 6.30 a.m.
3.	Bath & Change	6.30 to 7.20 a.m.
4.	Breakfast	7.20 to 8.00 a.m.
5.	Assembly	8.00 to 8.20 a.m.
6.	I Period	8.20 to 9.00 a.m.
7.	II Period	9.00 to 9.40 a.m.
8.	III Period	9.40 to 10.20 a.m.
9.	IV Period	10.20 to 11.00 a.m.
10.	Break	11.00. to 11.20 a.m.
11.	V Period	11.20 to 11.55a.m.
12.	VI Period	11.55 to 12.30 p.m.
13.	VII Period	12.30 to 01.05 p.m.
14.	VIII Period	01.05 to 1.40 p.m.
15.	Lunch	1.40 to 2.20 p.m.
16.	Rest	2.20 to 3.15 p.m.
17.	Remedial teaching	3.15 to 4.15 p.m.
18.	Games & Sports	4.15 to 5.15 p.m.
19.	Evening Assembly	5.15 to 5.30 p.m.
20.	Bath and Change	5.30 to 6.00 p.m.
21.	Supervise Study in Academic Block	6.00 to 7.45 p.m.
22.	Dinner	7.45 to 8.30 p.m.
23.	Self Study	8.30 to 10.00 p.m.
24.	Light Off	10.00 p.m.

HOLIDAY AND SUNDAY SCHEDULE

S.No.	Activity	Time
1	Rouse	5:30 AM
2	Roll Call, Cleaning of House surrounding / Dormitories / Beautification of Campus. .HMs/AHMs on rotation and MOD to attend.	06:30 to 07:30 AM
3	Cleaning of Cloths, Bath & Change.	07:30 to 09:00 AM
4	BreakFast	09:00 to 09:30 AM
5	Organized Study /Special Assembly or Function on the Holiday (Vidyalaya will arrange staff duties for supervision on rotation basis)	10:00 to 12:00 NOON
6	Own time	12.00 to 1.15 PM
7	Lunch & Rest	01:15 to 02:30 PM
8	Own Time	02:30 to 04:00 PM
9	Roll Call, Tea & Snacks	04:30 to 5.00 PM
10	TV/Optional Games	5.00 to 8.00 PM
11	Dinner	8.00 to 8.45 PM
12	Counselling by HM/AHM/Counsellor and Roll Call	8.45 to 9.15 PM
13	Self Study	9.15 to 10.00 PM
14	Lights off	10.00 PM

MORNING PT SCHEDULE

Day	Activity
Monday	Running, Exercise , Mass P.T.
Tuesday	Running, Exercise , Mass P.T.
Wednesday	Yoga
Thursday	Yoga
Friday	Walk and B.P. Six
Saturday	March Past
Sunday	Roll Call

SCHOOL ASSEMBLY

Morning Assembly is the time when the entire school community assembles at an appropriate place to affirm the school's identity and aspirations. The school assembly is the best forum to inspire and motivate students. It serves as a platform to develop self confidence, acquiring knowledge and information, creativity and aesthetic sense among students. We must ensure that monotony does not set in.

ASSEMBLY ACTIVITIES

S.No.	Activities	Time in Minutes
1	Roll call House wise/Class Wise	1
2	Prayer	3
3	Pledge	2
4	Thought for the Day	1
5	Meditation	1
6	News Reading (International, National, Regional, Local & Sports News to be incorporated)	3
7	Students Talk/Vocabulary Enrichment/Quiz/Book Review/ Recitation/Conversation	3
8	Community Song	3
9	Address by the Teacher/Principal	2
10	National Anthem	1
	TOTAL DURATION	20

TIME-TABLE (CLASS WISE)

CLASS /PERIOD	1 (8:10-8:50)	2 (8:50-9:30)	3 (9:30-10:10)	4 (10:10-10:50)	5 (10:50-11:30)	LUNCH (11:30-12:25)	6 (12:30-01:10)	7 (1:10-1:50)	8 (1:50-2:30)
XI	1-6 Chemistry (NB)	1-6 Maths/Bio (SL/AM)	1-3 Hindi(Y) 4 Chem(NB) 5 PET 6 Maths/Bio (SL/AM)	1-6 English (Deepika)	1-6 Hindi (yogesh)		1 PET 2-3 Maths/Bio (SL/AM) 4-6 Chemistry (NB)	1-6 Physics	1-2 PET 3 Chem. (NB) 4 Lib 5 Maths/Bio (SL/AM) 6 PET
X	1-6 English (Deepika)	1-3 Geo+Eco, (PC) 4-6 His. + Pol. (BR)	1-6 Hindi, (Mohan)	1-6 Maths (SK)	1-2 Bio, (AM) 3-4 Chem. (NB) 5-6 Computer		1-3 Guj., 4 Computer 5-6 Hindi (M)	1-2-LIB 3-4 PET 5-SCIENCE (AM) 6 Science (Meenu)	1-6 Physics
IX	1-3 Hindi (M) 4-6 Hindi (Y)	1-6 English (Surbhi)	1-2 Chem. (NB) 3-4 Bio (AM) 5-6 Computer	1-3 His.+Pol. (BR) 4-6 Geo+Ec o. (PC)	1-2 PET 3 Art 4 Computer 5-6 Maths (SL)		1-6 Physics	1-2,4,5 Maths (SL) 3 Music 6-Hindi(Yogesh)	1-3 Guj 4 Music, 5 Lib 6 Art
VIII	1-6 Sst (NT)	1-6 Science (Sandhya)	1-6 Eng. (AK)	1-5 Hindi (Yogesh) 6 Science (Sandhya)	1-4 Computer (AKH) 5-MUSIC 6 Lib.		1-MUSIC 2-ART 3-4 PET 5-6 Maths (SK)	1-4 Gujarati 5-ART 6-PET	1 Art 2-5 Maths (SK) 6 Science (Sandhya)
VII	1-6 Science (Meenu)	1 Music 2-3 PET 4-6 Gujarati	1-6 Sst (Neha T)	1-6 English (AK)	1-6 Maths (Deepika)		1-6 Hindi (yogesh)	1-4 COM.(DHEERAJ) 5-SST(NT) 6-MATHS(DEEPIKA)	1 Lib. 2 Art 3 Lib. 4 PET 5-6 Music
VI	1-6 English (Surbhi)	1-4 Computer (Dheeraj) 5 Music 6-SCIENCE (Meenu)	1-LIB 2 Music 3 Art 4-6 Gujarati	1 Art 2 Music 3 Lib 4-SCIENCE (Meenu) 5-6 PET	1-6 Sst (Pawan C)		1-4 Maths (Sandhya) 5 PET 6 Maths (Sandhya)	1-5 Science (Meenu) 6 Maths (Sandhya)	1-6 Hindi (YOGESH)

TIME-TABLE (TEACHER WISE)

S.N.	Name	I	II	III	IV	V	VI	VII	VIII	Total
1	Mr. Bhageerath		(4-6) 10th		(1-3) 9th				(1) 10th	07
2	Mrs. Deepika	(1-6) 10th			(1-6) 11th	(1-6) 7th		(6) 7th		19
3	Miss Anjali		(1-6) 11th	(3-4) 9th		(1-2) 10th		(1-3)11th (5) 10th	(5) 11th	15
4	Mr. Shailendra		(1-6) 11th	(1-6) 11th			(1-3) 11th	(1-3)11th (6) 11th	(5) 11th	20
5	Miss. Nehaben	(1-6) 11th		(1-2) 9th		(3-4) 10th	(4-6) 11th	(4) 11th	(3) 11th	14
6	Mr. Mohan			(1-6) 10th						06
7	Mr. Anil			(1) 6th	(3) 6th	(6) 8th (4) 9th		(1-2) 10th	(1) (3) 7th (5) 9th (4) 11th	10
8	Miss Neha T.	(1-6) 8th		(1-6) 7th				(5) 7th		13
9	Mr. Rakesh		(4-6) 7th	(4-6) 6th			(1-6) 10th	(1-4) 8th	(1-3) 9th	19
10	Mr. S. Jacob			(3) 6th	(1) 6th	(3) 9th	(2) 8th (5) 9th	(5) 8th	(2) 7th (1) 8th	08
11	Mr. Dheeraj		(1-4) 6th			(1-4)8th	(1-4) 9th	(1-4) 7th	(3-6)10th	20
12	Mrs. Surbhi	(1-6) 6th	(1-6) 9th							12
13	Mrs. Sandhya		(1-6) 8th	(5-6) 9th	(6) 8th		(1-6) 6th	(6) 6th	(6) 8th	17
14	Miss. Meenu	(1-6) 7th	(6) 6th		(4) 6th	(5-6) 10th		(6) 10th (1-5) 6th		16
15	Mr. Sunil				(1-6) 10th	(5-6) 9th	(5-6) 8th	(1,2,4,5) 9th	(2-5) 8th (6) 9th	19
16	Mr. Ashok			(1-6) 8th	(1-6) 7th					12
17	Mr. Akshay		(5) 6th (1) 7th	(2) 6th	(2) 6th	(5) 8th	(1) 8th (6) 9th		(4) 9th (5-6) 7th	10

18	Miss. Neha S /Ajay		(2-3) 7th		(5-6) 6th	(1-2) 9th	(3-4) 8th	(3-4) 10th(5) 11th,(6) 11th	(1-2) 11th(4)7th(6)11th	16
19	Yogesh	(1- 6)9th			(1-5) 8th	(1- 6)11th	(1- 6)7th	(3,6)9t h	(1- 6)6th	31
20	Mr. Pawan		(1-3) 10th		(4-6) 9th	(1-6) 6th			(2) 10th	13

HM LIST SESSION 2024-2025

SL NO.	HOUSE NAME	NAME OF HM	DESIGNATION
1	Brahmputra Senior Boys	Mr. Shailendra Rawat	PGT Maths
2	Ganga Senior Boys	Mr. Bhagirath	PGT History
3	Godawari Senior Boys	Mr. Sunil Kr. Jangir	TGT Maths
4	Tapi Senior Boys	Mr. Mohan Kumahar	TGT Hindi
5	Brahmputra Junior Boys	Mr. Ashok Kumar	TGT English
6	Ganga Junior Boys	Mr. Anil Lakra	Librarian
7	Godawari Junior Boys	Mr. Pawan Chawla	TGT SST
8	Tapi Junior Boys	Mr. S. Jacob	TGT Art
9	Brahmputra Senior Girls	Mrs. Deepika	PGT English
10	Ganga Senior Girls	Miss Meenu Kumari	TGT Science
11	Godawari Senior Girls	Miss Chaudhary Nehaben	PGT Chemistry
12	Tapi Senior Girls	Mrs. Surbhi Singh	TGT English
13	Brahmputra Junior Girls	Miss Anjali Mangal	PGT Biology
14	Ganga Junior Girls	Miss Neha Tank	TGT SST
15	Godawari Junior Girls	Mrs. Sandhya	TGT Science
16	Tapi Junior Girls	Miss Neha Srivastava	TGT PET(F)

CLASS TEACHER/ ASSOCIATE CLASS TEACHER LIST

CLASS & SECTION	CLASS TEACHER	ASSOCIATE CLASS TEACHER
VI	Mr. Anil Lakra	Miss Neha Srivastava
VII	Mr. Pawan Chawla	Mrs. Surbhi Singh
VIII	Mr. Sunil Kumar Jangir	Miss Meenu Kumari
IX	Mr. Ashok Kumar	Miss Neha Tank
X	Mr. Mohan Kumahar	Mrs. Sandhya
XI	Mr. Shailendra Singh	Mrs. Deepika

VIDYALAYA LEVEL COMMITTEES

1. ACADEMIC AND ADMINISTRATIVE COMMITTEE:

S.NO	NAME	DESIGNATION	MEMBER
1	Mr. Bhageerath	PGT HISTORY	In Charge
2	Mr. Shailendra Rawat	PGT MATHS	Member
3	Miss. Chaudhary Nehaben	PGT CHEMISTRY	Member
4	Miss Deepika	PGT ENGLISH	Member
5	Miss Anjali Mangal	PGT BIOLORY	Member

2. SCHOOL PURCHASE COMMITTEE:

S.NO	NAME	DESIGNATION	MEMBER
1	Mr. Mohan Kumahar	TGT HINDI	In Charge
2	Mrs. Deepika	PGT ENGLISH	Member
3	Mr. Anil Lakra	LIBRARIAN	Member
4	Miss Pooja	ACCOUNTANT	Member
5	Mr. Deep Singh	JSA	Member

3. ADMISSION COMMITTEE:

S.NO	NAME	DESIGNATION	MEMBER
1	Mr. Bhageerath	PGT HISTORY	In Charge
2	Mr. Deep Singh	JSA	Member
3	Mr. Akhilesh Kumar Verma	JSA	Member

4. EXAMINATION COMMITTEE (Internal):

S. NO	NAME	DESIGNATION	MEMBER
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1	Mr. Bhageerath	PGT HISTORY	In Charge
2	Mr. Mohan Kumahar	TGT HINDI	Member
3	Mr. Ashok Kumar	TGT ENGLISH	Member
4	Mr. Deeraj Kumar	LAB ATTENDANT	Member

5. EXAMINATION COMMITTEE (CBSE):

S. NO	NAME	DESIGNATION	MEMBER
1	Miss. Anjali Mangal	PGT BIOLOGY	In Charge
2	Mr. Pawan Chawla	TGT SST	Member
3	Miss Pooja	ACCOUNTANT	Member
4	Mr. Deep Singh	JSA	Member
5	Mr. Akhilesh Kumar Verma	JSA	Member

6. TIME TABLE AND ARRANGEMENT COMMITTEE:

S.NO	NAME	DESIGNATION	MEMBER
1	Mr. Shailedra Singh Rawat	PGT MATHS	In Charge
2	Mr. Sunil Kumar Jangir	TGT AMTHS	Member
3	Miss Meenu Kumari	TGT SCIENCE	Member
4	Miss Neha Tonk	TGT SST	Member

7. MAINTENANCE, REPAIR & POTABLE WATER ARRANGEMENT COMMITTEE:

SR NO	HEAD	NAME	DESIGNATION
1	Carpentry, Furniture, Window net, Glass pane, Desk, Desk, Bench, floor etc.	Miss Neha Srivastava	PGT CHEMISTRY
		Mr. Anil Lakra	LIBRARIAN
2	Masonry & other repair	Mr. S. Jacob	TGT ART

		Mr. Akshay Kumar	TGT MUSIC
3	Water & Electricity	Mr. Shailendra Singh Rawat	PGT MATHS
		Mr. Sunil Kumar Jangir	TGT MATHS
		Miss. Neha Tank	TGT SST
		Mrs. Sandhya	TGT SCIENCE

8. CCA:

S.NO	NAME	DESIGNATION	MEMBER
1	Mrs. Deepika	PGT ENGLISH	In Charge
2	Miss. Chaudhary Nehaben	PGT CHEMISTRY	Member
3	Miss Neha Tonk	TGT SST	Member
4	Mr. Mohan Kumahar	TGT HINDI	Member
5	Mrs. Surabhi Singh	TGT ENGLISH	Member
6	Mr. Ashok Kumar	TGT ENGLISH	Member
7	Mr. Rakeshbhai Kishanbhai	TGT GUJARATI	Member
8	Mrs. Sandhya	TGT SCIENCE	Member

9. GRIEVANCE AND SUGGESTION BOX:

S.NO	NAME	DESIGNATION	MEMBER
1	Mr. Bhageerath	PGT HISTORY	In Charge
2	Mrs. Surbhi Singh	TGT ENGLISH	Member

10. TRANSPORT ARRANGEMENT AND SAFETY COMMITTEE:

S.NO	NAME	DESIGNATION	MEMBER
1	Miss Pooja	ACCOUNTANT	In Charge
2	Mr. Anil Lakra	LIBRARIAN	Member

11. HINDI RAJBHASHA COMMITTEE:

S.NO	NAME	DESIGNATION	MEMBER
1	Mr. Mohan Kumahar	TGT HINDI	In Charge
2	Mrs. Surabhi Singh	TGT ENGLISH	Member
2	Mr. Ashok Kumar	TGT ENGLISH	Member
4	Mr. Deep Singh	JSA	Member

12. CLEANLINESS COMMITTEE: (SWACHH SCHOOL & SWACHH BHARAT ABHIYAN)

Area (Main Building)	NAME OF TEACHER
ACADEMIC AREA	Deeraj Kumar (Lab Attendant)
GIRLS HOSTEL	HOSTEL WARDEN (FEMALE)
BOYS HOSTEL	HOSTEL WARDEN (MALE)

13. Gardening & BEAUTIFICATION COMMITTEE:

S.NO	NAME	DESIGNATION	MEMBER
1	Mrs. Sandhya	TGT SCIENCE	In Charge
2	Miss Meenu Kumari	TGT SCIENCE	Member
3	Mr. S. Jacob	TGT ART	Member
4	Mr. Dheeraj Kumar	LAB ATTED.	Member

14. DISCIPLINE COMMITTEE OF SCHOOL:**(A) Secondary & Sr. Secondary:**

S.NO	NAME	DESIGNATION	MEMBER
1	Mr. Bhageerath	PGT HISTORY	In Charge
2	Mr. Shailendra Singh Rawat	PGT MATHS	Member
3	Mr. Abhishek Gupta	HOSTEL WARDEN	Member
4	Miss. Chaudhary Nehaben	PGT CHEMISTRY	Member
5	Miss Neha Srivastava	TGT PET	Member

15. GeM and PFMS Committee:

S.NO	NAME	DESIGNATION	MEMBER
1	Miss Pooja	ACCOUNTANT	In Charge
2	Mr. Deep Singh	JSA	Member
3	Mr. Akhilesh Kumar Verma	JSA	Member

16. ICT COMMITTEE: AUDIO VISUAL/MIS

S.NO	NAME	DESIGNATION	MEMBER
1	Mr. Pawan Chawla	TGT SST	In Charge
2	Mrs. Sandhya	TGT SCIENCE	Member
1	Mr. Deep Singh	JSA	In Charge
2	Mr. Akhilesh Verma	JSA	
1	Miss Neha Tank	TGT SST	In Charge
2	Mr. Akshay Kumar	TGT MUSIC	Member
3	Mr. Akhilesh Verma	JSA	Member

17. SCIENCE COMPETITION COMMITTEE (INSPIRE, KVPY, NCSC, JNNM, IAPT etc.):

S.NO	NAME	DESIGNATION	MEMBER
1	Miss Meenu Kumari	TGT SCIENCE	I/C
2	Miss Neha Tank	TGT SST	I/C
3	Miss Sandhya	TGT SCIENCE	MEMBER
4	Miss Anjali Mangal	PGT BIO	MEMBER
5	Miss Chaudhary Nehaben	PGT CHEMISTRY	MEMBER

18. INTERNAL COMPLAINT COMMITTEE (ICC): (SEXUAL HARASSMENT COMMITTEE)

S.N O	NAME	DESIGNATION	MEMBER
1	Miss Chaudhary Nehaben	PGT CHEMISTRY	In Charge
2	Mrs. Deepika	PGT ENGLISH	Member
3	Mr. Bhageerath	PGT HISTORY	Member
4	Mr. Abhishek Gupta	HOSTEL WARDEN (MALE)	Member
5	Miss Neha Srivastava	TGT PET	Member

19. GRIEVANCES COMMITTEE:

Grievance handling cell for SC/ST and physically challenged person:

S.N O	NAME	DESIGNATION	MEMBER
1	Mr. Shailendra Singh Rawat	PGT MATHS	In Charge
2	Mr. Ashok Kumar	TGT ENGLISH	Member

3	Miss Chaudhary Nehaben	PGT CHEMISTRY	Member
4	Mr. Pawan Chawla	TGT SST	Member
5	Mr. Anil Lakra	LIBRARIAN	Member

20. MEDICAL CHECK-UP AND FIRST AID COMMITTEE:

S.N O	NAME	DESIGNATION	MEMBER
1	Miss. Anjali Mangal	PGT BIOLOGY	In Charge
2	Mr. Bhageerath	PGT HISTORY	Member
3	Mrs. Deepika	PGT ENGLISH	Member
4	Mr. Abhishek Gupta	HOSTEL WARDEN (M)	Member
5	Miss Neha Srivastava	TGT PET	Member

21. EDUCATIONAL TOURS / EXCURSION:

S.N O	NAME	DESIGNATION	MEMBER
1	Miss Chaudhary Nahabben	PGT CHEMISTRY	In Charge
2	Miss Neha Srivastava	TGT PET	Member
3	Mr. Bhageerath	PGT HISTORY	Member
4	Mr. Anil Lakra	LIBRARIAN	Member

22. PHOTOGRAPHY & VIDEOGRAPHY COMMITTEE:

S.NO	NAME	DESIGNATION	MEMBER
1	Mr. Pawan Chawla	TGT SST	In Charge

2	Mr. Dheeraj Kumar	LAB ATTND.	Member
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23. GUIDANCE & COUNSELLING COMMITTEE:

S.NO	NAME	DESIGNATION	MEMBER
1	Miss. Anjali Mangal	PGT BIOLOGY	In Charge
2	Miss Meenu Kumari	TGT SCIENCE	Member
3	Miss. Neha Srivastava	TGT PET	Member
4	Mr. Ashok Kumar	TGT ENGLISH	Member
5	Mr. Abhishek Gupta	HOSTEL WARDEN	Member

24. AEP (Adolescent Education Program) & ACP (Awakened Citizen Programme) COMMITTEE:

S.NO	NAME	DESIGNATION	MEMBER
1	Mrs. Sandhya	TGT SCIENCE	In Charge
2	Miss Meenu Kumari	TGT SCIENCE	Member
3	Miss Neha Tank	TGT SST	Member
4		STAFF NURSE	Member

25. SPORTS COMMITTEE:

S.NO	NAME	DESIGNATION	MEMBER
1	Miss Neha Srivastava	PET FEMALE	In Charge
2	Mr. Akshay Kumar	TGT MUSIC	Member
3	Mr. S. Jacob	TGT ART	Member
4	Mr. Mohan Kumar	TGT ENGLISH	Member
5	Mr. Sunil Jangir	TGT MATHS	Member

26. LIBRARY COMMITTEE:

S.NO	NAME	DESIGNATION	MEMBER
1	Mr. Anil Lakra	LIBRARIAN	In Charge
2	Mr. Dheeraj Kumar	LAB ATTND.	Member

27. PUBLICATION & PUBLICITY COMMITTEE:

Organizing activities of literary club, and publication of school Magazine, Class Magazine, Annual Reports and Student's Diary, Social Media- X(twitter), YouTube etc.

S.NO	NAME	DESIGNATION	MEMBER
1	Mrs. Deepika	PGT ENGLISH	In Charge
2	Mrs. Surbhi Singh	TGT ENGLISH	Member
3	Mr. Ashok Kumar	TGT ENGLISH	Member
4	Mr. Mohan Kumar	TGT HINDI	Member

28. SUBJECT COMMITTEE:

SUBJECT	INCHARGE	DESIGNATION	MEMBER
English	Mrs. Deepika	PGT ENGLISH	I/C
Mathematics	Mr. Shailendra Rawat	PGT MATHS	I/C
Hindi	Mr. Mohan Kumahar	TGT HINDI	I/C
Science	Miss Meenu Kumari	TGT SCIENCE	I/C
Social Sci	Miss Neha Tank	TGT SST.	I/C
Gujarati	Mr. Bhangi Rakeshbhai	TGT GUJARATI	I/C

29. SCHOOL COMPLAINT COMMITTEE (SEXUAL ABUSE OF STUDENTS BY STUDENTS)

S.N O	NAME	DESIGNATION	MEMBER
1.	Mr. Bhageerath	PGT HISTORY	In Charge
2.	Miss. Anjali Mangal	PGT BIOLOGY	Member
3.	Miss. Neha Srivastava	TGT PET	
4.	Mr. Abhishek Gupta	HOSTEL WARDEN	
5.	Ma. Prakash	School Captain (B)	
6.	Ms. Kajal	School Captain (G)	

30. SCHOOL COMPLAINT COMMITTEE (SEXUAL ABUSE OF STUDENTS BY STAFF):

S.NO	NAME	ROLE
1.	Mr. Sandeep Kumar	Principal Chairman
2.	Mr. Bhageerath	Senior Most Teacher (Male)
3.	Miss Chaudhary Nehaben	Senior Most Teacher (Female)

31. EVACUATION & FIRE SAFETY CELL:

S.NO	NAME	DESIGNATION	MEMBER
1.	Miss Neha Srivasatava	TGT PET	In Charge
2.	Mr. S. Jacob	TGT ART	Member
3.	Mr. Akshay Kumar	TGT MUSIC	Member
4.	Mr. Dheeraj Kumar	LAB ATTND.	Member

32. SEARCH AND RESCUE TEAM:

S.NO	NAME	DESIGNATION	MEMBER
1.	Mr. Abhishek Gupta	Hostel Warden (Male)	In Charge
2.	Mrs. Arunaben	Hostel Warden (Female)	Member

33. MESS COMMITTEE:

S.NO	Name of Committee Members	Designation	Role
1.	Mr. Sandeep Kumar	Principal	Incharge
2	Mr. Bhageerath (SMT- Male)	PGT History	Member
3.	Miss. Chaudhari Nehaben Pratapbhai (SMT- Female)	PGT Chemistry	Member
4.	Mr. Abhishek Gupta	Hostel Warden (M)	Member
5.	Rathva Arunaben B.	Hostel Warden (F)	Member
6.	Miss. Pooja	Accountant	Member
7.	Ma. Ratanbhai Rathva	Class-IX	Member
8.	Ms. Rashmikaben	Class-XI	Member

34. SCHOLARSHIP COMMITTEE: (BY STATE AND CENTRE GOVERNMENT)

S.NO	NAME	DESIGNATION	MEMBER
1.	Mr. Sunil Kumar Jangir	TGT MATHS	In Charge
2.	Miss Meenu Kumari	TGT SCIENCE	Member
3.	Mr. Deep Singh	JSA	Member
4.	Mr. Akhilesh Verma	JSA	Member

35. UDISE+, UT PORTAL , MIS , SCHOOL MAIL ID TWITTER,FACEBOOK , YOUTUBE CHANNEL

S.NO	NAME	DESIGNATION	MEMBER
1.	Mr. Deep Singh		In Charge
2.	Mr. Akhilesh Verma		Member

36. TWITTER,FACEBOOK , YOUTUBE CHANNEL

S.NO	NAME	DESIGNATION	MEMBER
1.	Miss Neha Tank	TGT SST	In Charge
2.	Mr. S. Jacob	TGT ART	Member
3.	Mr. Akshay Kumar	TGT Music	Member

37. TEACHING-AID COMMITTEE:

S.NO	NAME	DESIGNATION	MEMBER
1.	Mr. Pawan Chawla	TGT SST	In Charge
2.	Mr. Akshay Kumar	TGT MUSIC	Member
3.	Mr. Anil Lakra	LIBRARIAN	Member

4.	Mr. Dheeraj Kumar	LAB ATTND.	Member
5.	ALL SUBJECT TEACHER		

38. STORE KEEPER:

S.NO	NAME	DESIGNATION	MEMBER
1.	Mr. Deep Singh	JSA	In Charge
2.	Mr. Dheeraj Kumar	LAB ATTENDS.	Member
3	Miss. Neha Srivastava	TGT PET	Member
4	Mrs. Sandhya	TGT SCIENCE	Member
5	Mr. Abhishek Gupta	HOSTEL WARDEN (MALE)	Member
6	Miss. Arunaben	HOSTEL WARDEN (FEMALE)	Member

CLUBS AND ACTIVITIES

SR.NO.	NAME OF THE CLUB	NAME OF THE COMMITTEE MEMBERS	DESIGNATION	SUGGESTED ACTIVITIES	
1	LITERARY CLUB (ENGLISH)	Mrs. Deepika	PGT English	QUIZ, CREATIVE WRITING, ELOCUTION, BOOK REVIEW, LANGUAGE CLUBS, WRITING REPORTS, DEBATE AND DISCUSSION, STORY WRITING, ESSAY WRITING, MAGAZINE, EXTEMPORE, SPEECH, ANCHORING ETC.	
		Mrs. Surbhi Singh	TGT English		
2	LITERARY CLUB (HINDI)	Mr. Yogesh Kumar	PGT Hindi		
		Mr. Mohan Kumahar	TGT Hindi		
3	LITERARY CLUB (GUJARATI)	Mr. Rakeshbhai K.	TGT Gujarati		
4	ECO CLUB	Miss. Anjali Mangal	PGT Biology		CARING OF PLANTS, GENERATING AWARENESS ON ENVIRONMENT PROTECTION, WATER CONSERVATION, WATER EFFICIENT, SAVING 1 LITER OF WATER EVERYDAY AT SCHOOL AND HOME, ACTIVITIES OF KITCHEN GARDEN/ HERBAL GARDEN ETC.
5	FINE ARTS CLUB	Mr. S Jacob	TGT Art		DRAWING, PAINTING, SCULPTURE, RANGOLI, POT MAKING, COLLAGE MAKING, CALIGRAPHY, LOGO DESIGN, POT DESIGN, E POSTER, USE OF ICT AND APPS
6	PERFORMING ARTS CLUB	Mr. Akshay Kumar	TGT Music	MUSIC, DANCING, FANCY DRESS, FOLK DANCE, FOLK SONG, THEATRE, DRAMMATICS, VARIETY PROGRAMS, SUGAM SANGIT, KALA UTSAV, RANGOTSAV AND OTHER CULTURAL ACTIVITIES	
7	SCIENCE CLUB	Miss. Chaudhari Nehaben Pratapbhai	PGT Chemistry	PREPARATION OF WORKING MODELS, IMPROVISATION, DEVISING SIMPLE EXPERIMENTS, COLLECTION OF PLANTS SPECIMEN, COLLECTION OF SOIL, SCIENCE	
		Miss. Meenu Kumari	TGT Science		

				EXCERSION AND FAIRS, SEMINARS, SCRAP BOOK, HERBARIUM FILE, QUIZ, PREPARATION OF CHARTS, PROJECT REPORT, SCHOOL INNOVATION COUNCIL/ VIGYAN PRATIBHA AND OTHER ACTIVITIES
8	IT CLUB	Miss. Neha Tank	TGT SST	PREPARATION OF GOOD PRESENTATION, USE OF ICT, SEMINAR ON CYBER SAFETY, SCHOOL INNOVATION COUNCIL/ VIGYAN PRATIBHA ACTIVITIES
		Mr.Akhilesh Kumar Verma	JSA	
9	MATHS CLUB	Mr. Sunil Kumar Jangir	TGT Maths	PREPARATION OF MATHEMATICAL MODELS, TRAINING ON VEDIC MATHS, MATHS EXHIBITION, RECREATIONAL MATHS, ORGANIZING ACTIVITIES ON MATHEMATICS DAY, PREPARATION FOR MATHS OLYMPIAD, SIC/ VIGYAN PRATIBHA ACTIVITIES
10	ASTRONOMY CLUB	Mr. Shailendra Singh Ravat	PGT Maths	PREPARATION OF MODELS, ORGANIZING EXHIBITIONS, VISIT TO PLANETARIUM, GENERATION AWARENESS ABOUT ASTRONOMY AMONG FELLOW STUDENTS, CALCULATION THE RISE AND SET TIME OF STARS, STAR GAZING ETC AND SIC/ VIGYAN PRATIBHA ACTIVITIES
11	HEALTH CLUB	Mrs. Sandhya	TGT Science	FIRST AID, RED CROSS, AIDS DAY CELEBRATION, WORLD HEALTH DAY CELEBRATION, CLEANLINESS ETC
12	SPORTS AND YOGA CLUB	Miss. Neha Srivastava	TGT PET (F)	ORGANIZING YOGA AND SPORTS ACTIVITIES IN THE SCHOOL CAMPUS, ORGANIZING EXHIBITION, ORGANIZING INTER HOUSE COMPETITION, PARTICIPATING IN DISTRICT LEVEL, STATE LEVEL COMPETITIONS ETC

13	CIVIC CLUB	Mr. Bhageerath	PGT HISTORY	DEBATE-CITIZEN RIGHTS & DUTIES, CIVIC SENSE- TRAFFIC RULES, AWARENESS- CLEANLINESS, WATER, ACTIVITIES REGARDING VOTER AWARENESS RALLY, RIGHT TO VOTE, CONSUMER RIGHTS, RIGHT TO INFORMATION, RIGHT TO EDUCATION, GOVERNMENT POLICIES FOR TRIBAL COMMUNITIES ETC.
14	ADVENTURE CLUB	Mr. Ajay Yadav	TGT PET (M)	GAMES- INDOOR & OUTDOOR, ATHLETICS, MASS DRILL, PARADE, MASK & PUPPETS, PUZZLES, TREASURE HUNTING, VISIT TO GOVERNMENT DEPARTMENTS ETC.
15	COMMUNITY SERVICE CLUB	Mr. Ashok Kumar	TGT Hindi	ORGANIZING COMMUNITY SERVICE, CONDUCTING PACE SETTING ACTIVITIES, GENERATIN AWARENESS IN NEARBY LOCALATIES ON ISSUES RELATED TO ENVIRONMENT, BALANCED DIET, SWACCHATA ETC.
16	READERS CLUB	Mr. Anil Lakra	Librarian	ORGANIZING BOOKS EXHIBITION, BOOK REVIEWS, DEVELOPING READING HABITS IN STUDENTS, ORGANIZING QUIZ ETC.
17	TOURISM & HERITAGE CLUB	Mr. Pawan Chawla	TGT SST	ESSAY WRITING, LOGO DESIGNING, POSTER DESIGNING, PROGRAME RELATED TO TRAVEL & TOURISM, VISIT TO MUSEIUM, VISIT ARCHEAOLOGICAL SITES, DEVELOPMENT OF MUSEIUM CORNER, GROUP DISCUSSION ON HISTORICAL EVENTS ETC.

ACADEMIC MONITORING AND SUPERVISION

Name of the Area	Vice Principal	Principal
1. Teaching Periods		
2. Classes to handle	Preferably one of the classes from IX to XII to be handled on regular basis	Preferably one of the classes from IX to XII to be handled on regular basis
3. Classroom Observation	One period per day covering all the teachers in the given month	One period per day covering all the teachers in the given month
4. Checking of Home Work, Class work , Assignments and Project Works	VI to X	XI and XII
5. Preparation of various activities	Academic Calendar, Time-Table ,Institutional plan, Exams time table	Monitoring and guidance
6. Maintenance of records	Academic Records ,CCE Records	Monitoring and guidance
7. Monitoring	All CCE activities of classes VI to X and Academic & CCA of XI and XII	All CCE activities of classes VI to X and Academic & CCA of XI and XII
8. Meetings to be conducted	Subject Committee meetings, Academic Performance Review committee meetings, tests and exams	Subject Committee meetings, Academic Performance Review committee meetings, tests and exams

9. Verification	Timely submission of Academic Records, Question papers and Results	Monitoring and guidance
10 Supervision	Remedial and Supervisory study	Remedial and Supervisory study
11 Time table and arrangements	In charge	To monitor
12 Ensuring Attendance	Students and staff	Students and staff
13 Conduct of practical and maintaining records	To monitor	To monitor
14. Assembly Activities	Performance is to be monitored	Performance is to be monitored

CLASS INSPECTION SCHEDULE

Name of the Area	Vice Principal	Principal
1. Teaching Periods	12	08
2. Classes to handle	One of the classes handled on regular preferably a board class to be basis	One of the classes to be handled on regular basis preferably a board class
3. Classroom Observation (in Four phases i.e. from 19 to 21 April 2023, 10 to 12 August 2023, 28 to 30 Nov., 2023 & 28 to 30 Jan, 2024 covering all teachers in each phase)	Classes VI, VIII & IX Observation & suggestions are to be reported as per Annexure - XI	VII, X-XII Observation & suggestions are to be reported as per Annexure - XI
4. Monthly monitoring of correction by teachers of Home Work, Class work, Assignments and Project Works	VI to X (Format for supervision of checking of Note Book Assignments as per Annexure-XII)	XI and XII (Format for supervision of checking of Note Book Assignments as per Annexure-XII)
5. Preparation of various activities	Academic Calendar, Time-Table, Institutional plan, Exam time table as per Hqrs instructions	Preparation of Pedagogical Annual Plan
6. Maintenance of records	Academic Records	Monitoring and guidance
7. Monitoring	All academic and CCA activities of all classes	
8. Monthly meetings to be conducted in the first week of every month after class hours	Subject Committee meetings, Academic Performance Review committee meetings, tests and exams	1. House Prefects Meeting in presence of House Masters 2. Class Prefects Meeting in presence of Class teachers 3. Staff meeting- 4. Maintenance & Repair (M&R) meeting 5. Mess Committee meeting (Minutes are to be recorded in the format as given in

		Annexure XIII - XVII)
9. Visit to <i>dormitories</i>	At-least thrice a week	At-least twice a week
10. Verification of Records	Timely submission of Academic Records, Question papers and Results	Monitoring and guidance & follow-up
11. Coverage of Syllabus	Monitoring of monthly coverage of syllabus in all classes as per Annexure - XVIII	Guidance & Compliance
12. Time table and	In charge	Monitoring and compliance

HOME WORK / NOTEBOOK VERIFICATION

Home work/ Note book verification

10 to 12 September 2025

28 to 30 November 2025

28 to 30 January 2026

CLASSROOM OBSERVATION

28 to 30 April 2025

18 to 20 August 2025

13 to 15 November 2025

20 to 22 January 2026

SPORTS AND GAMES SCHEDULE

Date	Activity
April 1 st Week	BATTERY TEST BOYS
April 2 nd Week	BATTERY TEST GIRLS
July 2 nd & 4 th Week	KHO-KHO INTERHOUSE
August 1 st Week	YOGA
August 2 nd & 4 th Week	KABADDI INTERHOUSE
August 3 rd Week	CAROM
August 4 th Week	ATHLETICS
September 1 st Week	YOGA
September 2 nd Week	YOGA INTERHOUSE GIRLS & BOYS
September 3 rd Week	KHO-KHO
September 4 th Week	SKIPPING ROPE
October 1 st Week	CLASS 12 BATTERY TEST
October 2 nd Week	YOGA
October 3 rd Week	CHESS INTERHOUSE GIRLS & BOYS
October 4 th Week	KABADDI

November 1 st Week	CLASS 11 BATTERY TEST
November 2 nd Week	TABLE TENNIS INTERHOUSE GIRLS & BOYS
November 3 rd Week	YOGA
November 4 th Week	ATHLETICS
December 1 st Week	CLASS 10 TH BATTERY TEST
December 2 nd Week	KHO-KHO INTERHOUSE GIRLS & BOYS
December 3 rd Week	YOGA
January 2 nd Week	CLASS 9 th BATTERY TEST
January 3 rd Week	CRICKET INTERHOUSE GIRLS & BOYS
January 4 th Week	YOGA
February 1 st Week	CLASS 8 th BATTERY TEST
February 2 nd Week	KABADDI INTERHOUSE GIRLS & BOYS
February 3 rd Week	CLASS 7 th BATTERY TEST
February 4 th Week	ATHLETICS
March 1 st Week	CLASS 6 th BATTERY TEST

PACE SETTING ACTIVITY

Month	Activity
10 th July	World Population Day. Rally with slogan to aware the society.
18 th August	Water Conservation Drive
17 th September	“Each One, Teach One”. Educating a girl child, Educating a family
12 th October	Interschool Cleanliness Drive Competition
14 th November	Bal Divas Celebration by Conducting different activities
01 st December	World AIDS Day Awareness. Rally with NUKKAD NATAK
11 th December	Library Based Activities 1. Mobile Library 2. Book Exhibition
12 th January,2026	Birthday of Swami Vivekanand. Interschool Seminar
28 th February ,2026	National Science Day Celebration
08 th March,2026	International Women’s Day Celebration

SCHOOL CALENDAR:

School calendar plans for more productive students and therefore greater learning. Such a schedule sets the stage for teachers to communicate to students exactly what is expected of them and allows the teacher to identify behaviors that must be directly taught to one or more students, which, in turn, help them to develop greater student autonomy, responsibility, and self-control. In this connection, the School calendar is the most important document and hence the school have to prepare an effective working calendar for the year 2025-26, well before the beginning of the academic session by incorporating the areas such as Scholastic, Co-Scholastic, along with important days / functions / activities etc.,

LIST OF HOLIDAYS

The following holidays compulsorily in addition to three holidays, to be chosen out of the 12 optional holidays indicated below

1. REPUBLIC DAY
2. INDEPENDENCE DAY
3. MAHATMA GANDHI'S BIRTHDAY
4. BUDDHA PURNIMA
5. CHRISTMAS DAY
6. DUSSEHRA (VIJAY DASHMI)
7. DIWALI (DEEPAVALI)
8. GOOD FRIDAY
9. GURU NANAK'S BIRTHDAY
10. IDU'LFITR
11. IDU'LZUHA
12. MAHAVIR JAYANTI
13. MUHARRAM
14. PROPHET MOHAMMAD'S BIRTHDAY (ID-E-MILAD)

Three holidays selected by the State Society are-

1. HOLI- 14th March 2025
2. JANMASTHAMI- 16th August 2025
3. GANESH CHATURTHI- 27th August 2025

VACATION SCHEDULE

S.No.	Vacation	Date	Days
1	Summer Vacation	13.05.2025 to 21.06.2025	40 Days
2	Autumn Break	22.09.2025 to 01.10.2025	10 Days
		18.10.2025 to 27.10.2025	10 Days

CO-CURRICULAR ACTIVITIES CALENDAR

DATE	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER
1	NEW SESSION	LABOUR DAY				
2	CCA ACTIVITY			SOLO SONG COMPT. (Mr. Akahay Kumar)		
3						PREPARATION FOR TEACHER'S DAY
4						
5	ESSAY WRITING IN ENGLISH					TEACHER'S DAY
6					SOLO DANCE COMPT.	
7		CLUB ACTIVITY				
8						INTERNATIONAL LITERACY DAY
9	CLUB ACTIVITY	BIRTHDAY OF RAVINDRANATH		CLUB ACTIVITY	RAKSHA BANDHAN	
10	MAHAVIR JAYANTI					POSTER MAKING ON SWACCHTA

11				WORLD POPULATION DAY		
12	CLUB ACTIVITY		WORLD DAY AGAINST CHILD LABOUR		INTERNATIONAL YOUTH DAY	
13					CLUB ACTIVITY	CCA- SELF COMPOSED SONG COMPT.
14	AMBEDKAR JAYANTI &BAISAKHI				PARTITION HORRORS REMEMBERANCE DAY IN INDIA	HINDI PAKHWADA
15					INDEPENDENCE DAY	HINDI PAKHWADA
16	CCA ACTIVITY			PAINTING COMPT. HOUSE WISE	JANMASHTAMI	HINDI PAKHWADA
17						HINDI PAKHWADA
18	GOOD FRIDAY					HINDI PAKHWADA
19						HINDI PAKHWADA
20					SLOGAN WRITING (HINDI/ ENGLISH)	HINDI PAKHWADA
21			INTERNATIONAL YOGA DAY			HINDI PAKHWADA

22						HINDI PAKHWADA
23	SLOGAN WRITING (Mr. S Jacob)			MIME SHOW SENIOR/ JUNIOR WING		HINDI PAKHWADA
24						HINDI PAKHWADA
25			CCA ACTIVITY			HINDI PAKHWADA
26				KARGIL VICTORY DAY/CLUB ACTIVITY		HINDI PAKHWADA
27					CLUB ACTIVITY	HINDI PAKHWADA
28						HINDI PAKHWADA
29					NATIONAL SPORTS DAY	
30	POSTER MAKING COMPETITION CLASS WISE (Mr. S Jacob)			CLUB ACTIVITY		
31						

DATE	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH
1						
2	GANDHI JAYANTI				WORLD WETLAND'S DAY	
3			CCA ACTIVITY SOLO FOLK DANCE			
4					BOOK REVIEW LIB. ACT.	HOLI CELEBRATION
5		GURU NANAK JAYANTI				
6						
7				GREETING CARD MAKING COMPT.(CLAS SES 6-9)		
8	READING CHALLENGE (HINDI/ ENG) LIBRARY ACTIVITY					INTERNATIONAL WOMEN'S DAY / SHIVRATRI
9						
10			BHAJAN COMPT.			

11		NATIONAL EDUCATION DAY			CCA ACT. DEBATE COMPETITION	STORY WRITING COMP (HINDI/ENG)
12		STORY TELLING SESSION LIB. ACT.		NATIONAL YOUTH DAY		
13						
14		CHILDREN'S DAY		MAKAR SANKRANTI		
15	CCA/DAY OF THE GIRL			INDIAN ARMY DAY		
16						
17			INTER SCHOOL PAINTING COMPT.			
18					CLUB ACTIVITY	
19		RANGOLI MAKING COMPT. CLASSWISE				
20						
21				CCA-ANTAKSHRI COMPT.		

22			RAMANUJAN BIRTHDAY			WORLD WATER DAY
23				NETAJI SUBHASH CHANDRA BOSE JAYANTI		SHAHEED DIWAS
24				NATIONAL GIRL CHILD DAY		
25			CHRISTMAS DAY	NATIONAL VOTERS DAY	ESSAY COMP. (HINDI/ ENGLISH)	
26		CCA ACT. ANTAKS HARI		REPUBLIC DAY		
27						
28				CLUB ACTIVITY		
29						
30				SHAHEED DIWAS		
31						

LIBRARY ACTIVITIES

TEACHER-IN-CHARGE: SHRI ANIL LAKRA (LIBRARIAN)

Date	Activity
18 th August 2024	Mobile library to nearby village school.
12 th September2024	Inter house book review competition.
2 nd October 2024 Gandhi Jayanti	An essay writing competition will be organized on theme "Mahatma Gandhi: His role for Independence"
17 th -22 nd Nov. 2024 National Book Week Celebration	Essay writing, Quiz, Designing of book jackets, Story Writing and other competitions will be organized.
1 st Dec. 2024 World AIDS Day	A quiz will be organized keeping in view different aspects of AIDS to aware the students.
10 th December2024	Students will be addressed in the morning assembly to keep them aware of human rights.
12 th January 2025	An inter-house quiz will be organised on Vivekanand's early life and his contribution to the society.
04 th March2025	National safety week will be celebrated by familiarizing students about different safety measures.

Apart from above activities and taking routine classes following measures will be taken for effective use of library:

- # Barcoding of Library Books
- # Career counselling on regular basis by inviting professional experts
- # Book review competition
- # Collection of information about scholarships , exam alerts , institution rankings etc.
- # Newspaper clippings regarding education , career and motivation.

ADOLESCENCE EDUCATION PROGRAMME

IN CHARGE TEACHERS-

MISS ANJALI MANGAL PGT BIOLOGY

Adolescence Education Programme (AEP) has been introduced as part of NCF 2005. AEP aims to provide young people with accurate, age appropriate and culturally relevant information; promote healthy attitude and develop skills to enable them to respond to real life situations effectively. NCERT is the implementing agency in India for AEP and works with the funds provided by UNFPA. So far five states have been brought under the purview of the AEP. In implementing the AEP Master Trainers were trained who further trained the nodal teachers. The nodal teachers involved the remaining teachers of the Vidyalaya and also the peer. As per the plan of action a minimum of 16 hours of activities in a year (Jan to Dec) are to be conducted. The Staff Nurses should be involved fully in all these activities and also in counseling. Clear cut guidelines have been given in the trainings organized. Principals also have been exposed to AEP trainings and are capable of monitoring the AEP activity.

PROGRAMME OF ADOLESCENCE EDUCATION PROGRAMME (AEP)

IN CHARGE TEACHER: MISS ANJALI MANGAL PGT BIOLOGY

THEME	MONTH/ YEAR	MORNING ASSEMBLY	SCHOOL BASED ACTIVITY
WORKING IN TEAMS	AUGUST 2025	<ol style="list-style-type: none"> 1. WHY IT IS IMPORTANT FOR SCHOOL STUDENTS TO WORK IN TEAMS? 2. Characteristics of good team. 3. How to build a good team? 	GAMES Reference Peer Educators Manual. Page 4&33
HEALTHY & POSITIVE RELATIONSHIPS	AUGUST 2025	Sub topics to include <ol style="list-style-type: none"> 1.ATTRIBUTES OF HEALTHY AND POSITIVE RELATIONSHIPS 2.ATTRIBUTES OF NEGATIVE & EXPLOITATIVE RELATIONSHIPS 3. Skills of getting out of negative & exploitative relationships. 4. Respect for each other 	CASE STUDY AND ROLE PLAYS FOLLOWED BY DISCUSSION Sharing of experience in writing during discussions Reference AEP Training Manual Pg.39,41 Case study 1,2,4
CHALLENGING GENDER STEREOTYPES	SEPTEMBER 2025	Sub topics <ol style="list-style-type: none"> 1.RECOGNIZING AND CHALLENGING GENDER STEREOTYPES AND DISCRIMINATION 2.Reporting abuse and Violence 3. Safety net 	DEBATES,ESSAY WRITING Reference <ol style="list-style-type: none"> 1. AEP training manual Pg.85,87,98&100 Module 6 Activity 1
NUTRITION	OCTOBER 2025	Sub Topics <ol style="list-style-type: none"> 1.THE CONNECTION BETWEEN EATING HEALTHY LOOKING GOOD. 2.Myths related to deal 	SLOGAN WRITING, DEVELOPMENT OF HEALTHY MENUS FOR DIFFERENT MEALS Reference

		body size & weight. 3. How to prevent Anaemia? 4. Good food eating habits.	Manual Pg. 63 & 64 Module 4 Pg. 77-78
PREVENTION OF SUBSTANCE MISUSE	NOVEMBER 2025	Sub Topics 1. REASONS FOR INCREASED VULNERABILITY OF YOUNG PEOPLE TO SUBSTANCES MISUSE. 2. Prevention of substance misuse. 3. Consequences of substance misuse	1.POSTERS/COMICS 2.AEP Training Manual Pg.132,133,137,138,140,142
PREVENTION OF HIV/AIDS	DECEMBER 2025	Sub-Topics 1.MODES OF HIV TRANSMISSION 2.MEANS OF PREVENTION 3.ZERO STIGMATIZATION	1.ROLE PLAY Reference 1.AEP Training Manual Pg.168,176,177

Poster making , Debates, Hindi & English Dramas ,Songs etc Programs are carried out in school to create awareness among students

DEVELOPING COMMUNICATION SKILLS

Developing English communication skills in the students of EMRS has always been a challenge. The new entrants at class VI generally have very low language competence. To make the situation worse, the learners have different levels of competence depending on the schooling background and the individual capacity of the learners. On the first day the teacher faces a heterogeneous group of predominantly low competence language learners and language teaching begins with a note of despair. And yet, it is a fact that in the months and years to come the desperate efforts of the teachers are amply rewarded when they find many of the students communicating well in English, and quite a few of them very effectively

At the initial stages, in classes VI to VIII the schools have young learners who are at the stage of language acquisition, when skills of oral communication in a language is believed to be spontaneously acquired by the learner if sufficient exposure is provided. At the higher level, from classes IX to XII the learners become comparatively mature in terms of language competence and mental age. They have to make conscious effort for learning higher levels of written and oral communication skills.

In order to overcome the difficulties of this typical language learning situation there has to be different strategies/ approaches for developing communication skills at these two different levels.

1. Class 6th students at the time entry, they are to be checked for their level in English language. Some students might be very poor so they are to be taught alphabet- letter and simple words of 3 to 4 letters. Asked their introduction in English, strengthen their reading skill.
2. A few students can present modal reading in the class. Good learner can hold in peer group if it is developed in the class.

3. VII and VIII students may be involved in oral communication like picture description etc. Basic reading and writing are also to be practiced at this level. They are to be encouraged in good hand writing with correct punctuation marks
4. In order to hesitation among poor level of students, they are to be allowed freely in listening and speaking without compromising language discipline.
5. Class IX and X students are to be encouraged to listen speech/news on radio or TV to develop their understanding skill. The students are given practice of good writing skill. They should be asked to write paragraphs, reports and letters in order to check their correctness of sentences.
6. The communication skill of the learners who are related to English medium syllabus are to be motivated.
7. Interactive atmosphere is to be developed in classroom teaching to overcome their hesitation.
8. Language Lab. to exercise listening skill.
9. Intra class competitions, seminar/speech, debate etc. will be organized at intervals.
10. Students will be assigned/ encouraged to read simple story books and prepare book review. This will enhance their comprehension/understanding.
11. Students will be provided maximum opportunity to share their feelings in English.
12. While teaching text-books, sentence structure, vocabulary, homonyms, homophones, synonyms, antonyms, idioms, phrases, figures of speech etc. will be discussed to develop their long ability.

13. CBSE ASSESSMENT OF SPEAKING AND LISTENING SKILLS:

Speaking skill has acquired a very important place in the communication skills. A number of the sub skills are being developed among students.

Students are able to speak intelligibly using appropriate word stress, sentence stress and intonation pattern. They are able to narrate incidents and events, real or imaginary in a logical sequence.

Listening is the ability to accurately receive and interpret messages in the communication process. Listening is key to all effective communication.

ART IN EDUCATION

Month	Class				
	VI (A&B)	VII (A&B)	VIII (A&B)	IX (A&B)	X (A&B)
vizSy		jaxksa dk izkjfEHkd Kku	vkys[ku] fMtkbu	lkzd`fr] fp=.k	M ^a kbax dk egRo
tqykb Z		f}rh;d dyj dk Kku	Ldsp tkuoj] euq';	Dyj laxfr	M ^a kbax dSls djs\
vxLr	Izkbejh dyj	Ldsp dk egRo	fp=ksa dks jaxuk	vkmVMksj odZ Still Life	dkSu lh isflay iz;ksx esa yk;saA
flrEcj	lsdsUMjh dyj	izkbejh] lsdsUMjh dyj feJ.k	jax&laxfr }kjk fp=ksa dks jaxuk	xeyk] lqjkgh ¼M ^a sijh }kjk½	dys.Mj odZ ¼iksV ^a sV½
vDVw cj	Dyj la;kstU	Qwy] xqykc] xqM+gy	dEiksthku dksbZ R;ksqkj vFkok xkjo dk n`;	lkzd`fr fp=.k	6 ch] 4 ch isafly dh tkudkj
uoEcj	ckYVh] lqjkgh] fxykl	xqynLrk	[kjc eSVsfj;y ls dVksjh] rLrjh] lysV cukuk	MkdZ] ykbV dk fp=ksaesaeg Ro	Dksykt isafVax
fnlEcj	isafly ds }kjk tkuoj] o`{kksa dh vkd`fr	iksLVj dyj	dyenku] j[kus dk fxykl	oLrqfp=.k **cktkj ;k esyk**	xzhfVax dkMIZ
tuojh	Lkk/kkj.k Ldsp ,p-ch- 2 ch	iksLVj dyj ls fp=ksa esa foks'krk	feV~Vh esa dk;Z djokuk	lk;kZoj.k vFkok iznw'k.k	iksV ^a sV okVj dyj

Qjoh	isM+ksa] lk'kqvksa dh vkd`fr	okVj dyj ls lko/kkfu;kj	vkys[ku fMtkbu	lkzkd`frd n``;	iksV ^a sV vk;y dyj
ekpZ	Xkjko dk n``; vFkokesy s dk n``;	Ckz'kksa dh fo"ks'krk	jcM+ dk bLrseky dSI sdjsa	still lifevkSjM ^a sijh dh fo"ks'krk	lkjh{kk

THE END