



VTSR/2023-24/ 87

Academic Planner Session-2024-2025

Date 26.03.2024

revised. VTSR/2024-25/08

revised 10/1/24

Academic Planner /Calendar for Session 2023-24 (April-March), is as per following-

- | | | |
|---|----------|-------------------------|
| • Important Event session-2024-25 | : ANX-1 | } Fixed for the session |
| • Holiday list session 2024-25 | : ANX-2 | |
| • Institute Celebration- | : ANX-3 | |
| • Examination Schedule | : ANX-4 | |
| • Parent Teacher Meeting (PTM) Schedule | : ANX-5 | |
| • Event Calendar (Group wise) | : ANX-6 | |
| • Important Task list | : ANX-7 | |
| • Policies | : ANX-8 | |
| • Event/Activity/Excursion Incharges /Mentors | : ANX-9 | |
| • Holidays Rules/Notice for Teaching & Non-teaching Staff | : ANX-10 | |

A) Off Campus Events:

Comprising of workshop/Visits (Only educational)
Competition/ Quiz

(ANX-6A)

B) Inter School Competitions:

Online / Offline Mode

(ANX-6B)

Technical & Academic competition for whole school.

C) House Wise Competition : Sports & Cultural Activity

(ANX-6C)

a) Intra House Competition: Class wise, academic and Non academic activities

b) Inter House Competition:

c) *Mark will be awarded and best house will be awarded for the session.

D) Celebrations:

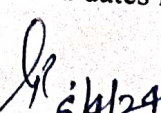
(ANX-6D)

To be organized in assembly as per the list of event given to be planned group wise.

a) Events/Important Theme days

b) Assembly Theme

- E) In Annexure 1 to 10 any additional items/events may be added at will and deletion is not permissible. For extra events add review is to sent to Head Office after completion of event.
- F) For any changes of date of any event mentioned above in annexure prior approval is to taken.
- G) If due to unavoidable circumstances event is not conducted on above mentioned dates Principal has to issue notice on or before that date for further changes.


Managing Director
Vivek Techno School, Rajasthan

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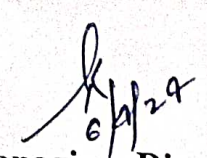


IMPORTANT EVENT

ANX-1

Session 2024-2025

- *New session 2024-25
 - : School opens-7th Feb, (Wednesday), 2024 (X & XII)
 - : School opens-3rd April, (Wednesday), 2024 (Nursery-IX /XI)
 - : 11th May, 2024, Saturday (Project & homework)
 - : 13th May-31th May, 2024 (Closing ceremony 31th May, 2024)
 - : 13th May-30th June, 2024 (For Students & for not involved staff in Summer Cam
- *Before Summer Break PTM
- * Summer Camp
- *Summer Break
 - : 3rd June -23th June, 2024 (Staff report on duty 24th June, 2024)
 - : 1st July, 2024 (Monday)
- *School Re-open after Summer Break
 - : I Quarter Exams: May 2024 (Classes Nursery-XII)
 - : Mid Term : September 2024 (Classes Nur-XII)
 - : II Quarter Exams : November 2024 (Classes -Nursery-XII)
 - : Pre-Board I Exams ; November 2024 (Classes X & XII)
 - : Pre-Board II Exams : December 2024 (Classes -X & XII)
 - : Annual Exam: January 2025 (IX-XI)
 - : Annual Exams : March 2025 (Classes Nursery-VIII)
- * Examinations
 - : 28th October-3rd November, 2024 (Student & Staff)
 - : 31st December -15th January, 2025 (16 days, Student .)
 - (Staff will report on 8th January (9 days)
- *Mid -Term Break (Diwali Break) -
- *Winter Break
 - : 18th January 2025 (Classes IX & XI) (for students only)
 - : 25th February, 2025 (Classes Nursery to VIII)
 - : 25th February-31st March, 2025 (Classes Nursery to VIII)
- *Last Teaching Day-Session(2024-2025)
 - : 8th Feb, 2025 (Classes IX & XI)
 - : 22nd March, 2025 (Classes Nursery to VIII)
 - : 10th Feb. (Monday), 2025 (Classes X & XII)
 - : 2nd April (Wednesday), 2025 (Nursery-IX & XI)
 - : MID Term (29 September-2 October)
 - Winter break (6th January -10th January 2025)/
 - After annual exam (17th March-21st March 2025)/
 - Class wise starting from Classes III onwards
- *VTA Staff report to admission Cell
- *Result (Session-2024-2025)
- *New Session-(2025-2026)
- *Excursion/Educational Trip
- * Preparatory leave for board Class :X -15 days.
- * Preparatory leave for board Class :XII -1 month.


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List of HOLIDAYS for Session-2024-2025

ANX-2

S.No.	Occasion	Date	DAY	REMARKS
1	Good Friday	29 th March 2024	Friday	
2	Sheetla Ashtami	1 st April 2024	Monday	
3	Ambedkar Jayanti	14 th April 2024	Sunday	
4	Ramnavmi	17 th April 2024	Wednesday	
5	Mahavir Jayanti	21 April 2024	Sunday	
6	Summer break	13 th May, 2024 to 30 June, 2024		*Summer Camp 13 May-31 st May 2024. Staff Holidays 3 June - 23 June 2024.
7	Rakshabandhan	19 th August, 2024	Monday	
8	Janmasthami	26 th August, 2024	Tuesday	
9	Ganesh Chaturthi	7 th September, 2024	Saturday	
10	Gandhi Jayanti	02 nd October, 2024	Wednesday	
11	Navratrasathpana	3 rd October, 2024	Thursday	
12	Navmi	11 th October, 2024	Friday	
13	Dussehera	12 th October, 2024	Saturday	
14	MID Term Break(Diwali Break)	28 th October-3 rd November 2024		6 days for Teaching staff 3 days for Non Teaching staff
15	Gurunanak Jayanti	15 th November, 2024	Friday	
16	Christmas	25 th December, 2024	Wednesday	
17	Winter Break	30 th Dec 2024 to 10 th Jan 2025		12 Days for student 10 days for Teaching staff
18	MakarSankranti	14 th January, 2025	Monday	
19	Mahashivratri	26 th February 2025	Wednesday	
20	Holi	13 th , 14 th March, 2025	Thursday & Friday	

RH-Restricted Holidays as per Govt Holidays (Id-UI-Fitr/Chetichand/Mohrram/Id-UI-Zuha/Lohri/Gurugovindsingh Jayanti /Chhat Puja to be availed with approval)

Follow notice- Annx-10

[Signature]
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Vivek Techno School, Rajasthan

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Vivek Techno School

Jaipur
CBSE Affiliation No.: 1730868
Regional No.: 16863

Bikaner
CBSE Affiliation No.: 1730736
Regional No.: 16863

Nagaur
CBSE Affiliation No.: 1730738
Regional No.: 16863

(An English Medium Day Boarding Co-Educational School)

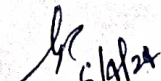
Date :

Institution Celebration at the School Campus

ANX-3

S.No.	Events	Date	Participation	Comments	Will be organized by
1	Founders Day / Science Exhibition	30 th July 2024	Group D	Attended by all students	Group D
2	Green Week	1 st August to 8 th August, 2024	Environment club & on 8 th award and special assembly	Plantation & Environmental activities	Group C
3	*Independence Day	15 August, 2024	Mandatory to attend		Group E
4	Indradhanush	10 August, 2024		Inter School Competition	Group A
5	Teachers day	5 September, 2024	All Groups will attend	staff, student act as a teacher	Group D
6	Annual Sports Day	29 & 30 November / 20 & 21 December 2024	Group A & B Group C, D & E	All students	Group A to E
7	Annual Day- Vivek Utsav-7	23 th October, 2024	Group A & B Group C, D & E	Annual Function to be plan in October, 2023	Group A & B, C, D, E
8	Republic day	26 January, 2025	Mandatory to attend	All Groups	Group B
9	Aashirwad Ceremony (passing Out Students)	20 th December 2024	IX, X/XI, XII Students	All in charges & Coordinators & students of group E	Group E
10	VTa Day	31 January -2025	All Groups	VTa Incharge to plan for a week to evaluated students and final to be performed during VTS Carnival/VTa Day	VTa Incharge
11	Annual Exhibition (Khoj Prayas)	22 March, 2025	All Groups	All students	Group-C & D
12	Carnival	Children's day / 25 th December 2024	All Groups	All students & Staff	VTS Staff

Remarks : Staff members be assigned duties for above events. Planning for event to be done in advance and complete report of event to be submitted.


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Vivek Techno School, Rajasthan

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Head Office: VTS, Sector-36, NRI Road, Jagatpura, Jaipur-303012 (Raj.)
Website: www.vivektechno.ac.in | **E-mail:** info@vivektechno.ac.in | **Ph.:** 7297844886



Vivek Techno School

Jaipur
CBSE Affiliation No.: 1730868
Regional No.: 16663

Bikaner
CBSE Affiliation No.: 1730736
Regional No.: 16663

Nagaur
CBSE Affiliation No.: 1730735
Regional No.: 16663

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Date :

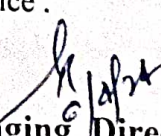
ANX-4

EXAMINATION SCHEDULE

S.NO	Examination	Dates	Classes
1	I Quarterly (May, 2024)	01.5.2024-07.5.2024	All classes
2	Tuesday Test Schedule to be prepared month wise as CPT schedule by group coordination covering course of each previous test. Request school Principal to issue notice quarter wise	All Tuesday of the Month (Monthly Notice will be issued) Students awarded in the consecutive assembly	All classes
3	Mid Term (September, 2024)	14.9.2024-28.9.2024	All classes
4	II Quarterly (November, 2024)	18.11.2024-23.11.2024	All classes
6	I Pre Board (November, 2024)	16.11.2024 - 25.11.2024	Class-X,XII
7	II Pre Board (December, 2024)	04.12.2024-16.12.2024	Class-X,XII
8	Annual (January, 2025)	20.01.2025-31.1.2025	Class-IX,XI
	Annual (February, 2025)	28.2.2025- 12.03.2025	Nur-VIII

In case required individual institute may put request for the change in the month of April/October for the term.
Class X & XII : Schedule can be revised according to CBSE Guidelines.

Class XII Practical Exam in January , X & XII Board Exam in February as per CBSE notice .


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Parent Teacher Meeting

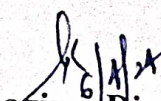
ANX-5

PTM to be conducted in the academic session are as follows (in case of change of dates or requirement for more PTM's during the academic session may be planned, by the respective school Incharge with approval).

S.No	Month & Date	Day	P.T.M. No.	Reason/Remark	Events
1	11 th May, 2024	Saturday	1	I Quarterly Result and Summer Camp Orientation (For all classes)	Group E & F Science Exhibition
2	17 th July, 2024	Wednesday	2	General PTM((For all classes)	Rocksport Camp
3	25 th August 2024	Sunday	3	CPT Result of April/May/July ((For all classes)	VTA Evaluation I Performance
4	05 th October 2024	Saturday	4	Mid Term Result(For all classes)	
5	30 th November, 2024	Saturday	5	II Quarterly Result (For all classes)	Final Prize distribution Sports Day
6	30 th November, 2024	Saturday	6	I Pre Board Result (Class X and XII)	VTA Evaluation II Performance
7	08 th Februry, 2025	Saturday	7	Annual Result(Classes IX and XI)	Final Exhibition
8	22 th March, 2025	Saturday	8	General PTM (Classes Nur to VIII)	
9	Board Result Session 2024-2025	Saturday	9	Annual Result(Classes Nur to VIII)	Career Counseling
				Board result felicitation /appreciation for students with parents.(X and XII)	

PTM day will be non working for students of that group. Students to be advice to come along with parents on PTM in regular school uniform.

School Principal can plan and issue notice if more PTM is to be Scheduled as per school requirement


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Off Campus Events- Workshop

Date :

ANNX-6(A)(i)

S.NO.	Event	Group	Month	Incharges
1	Story Telling	A	April	
2	Clay Modeling	A	July	Ms. Sonam Singh
3	Safety Rules	A	August	Ms. Kirti Agarwal
4	Dining Manners	A	September	Ms. Kanika Mittal
5	Hygiene	A	October	Ms. Leena Verma
6	Christmas Paper Craft	A	November	Ms. Kanika Mittal
7	Story Telling	B	April	
9	Clay Modeling	B	July	Ms. Neha Mathur
10	Dining Manners	B	September	Ms. Karuna Sharma
11	Hygiene	B	October	Ms. Portia Mathur
12	Safe and Unsafe Touch	B	November	Ms. Sunita Suthar
13	Kathputli Workshop	B	December	Ms. Priyanka Gupta
14	Self Defense	C	April	Ms. portia Mathur
15	Safe and Unsafe Touch	C	July	Ms. Kusum Meena
16	Puppet Making	C	August	Ms. Varsha Yadav
17	Yoga & Aerobics	C	September	Ms. Prakarti
18	Gender Awareness	C	October	Ms. Asha Sharma
19	Kite Making	C	November	Ms. Karuna Sharma
20	Paper Mache	C	December	Ms. Zeenat
21	Yoga & Aerobics	D	April	Ms. Meenakshi
22	Road Safety Rules	D	July	Mr. Satyanarayan
23	Robotics	D	August	Mr. Gurudayal Sharma
24	Pottery	D	September	Ms. Arpita Mathur
25	Tie & Die	D	October	Ms. Neetu Yadav
26	Environment Issues	D	November	Ms. Renu Vijay
27	Marathon	D	December	Mr. Yuvraj Tyagi
28	Flower Arrangement	E & F	April	Mr. Ashok Upadhaya
29	Career Counseling	E & F	July	Ms. Mahima Sharma
30	Cyber Security	E & F	August	Ms. Rajni Kapoor
31	Career Counseling	E & F	September	Ms. Arpita Mathur
32	Spirituality	E & F	October	Ms. Rajni Kapoor
33	How to Control Anger	E & F	November	Ms. Usha Thapar
34	How to Deal with examination stress	E & F	December	Ms. Rashi Saxena
				Mr. Himanshu

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6/4/24



Vivek Techno School

Jaipur
CISSE Affiliation No.: 1730808
Regional No.: 16863

Bikaner
CISSE Affiliation No.: 1730736
Regional No.: 16863

Nagaur
CISSE Affiliation No.: 1730994
Regional No.: 16863

(An English Medium Day Boarding Co-Educational School)

ANNX- 6(A) (ii)

Off Campus Events- Visit

S.NO.	Place	Group	Month	Incharges
1	Nature Park	Group A	April	Ms. Kanika Mittal
2	Bird Watching (lakes)	Group A	July	Ms. Sonam Singh
3	Museum	Group A	August	Ms. Kirti Agarwal
4	Post Office	Group A	September	Ms. Leena Verma
5	Zoo	Group A	October	Ms. Sunita Suthar
6	Temple	Group A	November	Ms. Karuna Sharma
7	Metro Station	Group A	December	Ms. Neha Mathur
8	Mall	Group A	January	Ms. Portia Mathur
9	Nature Park	Group B	April	Ms. Kanika Mittal
10	Bird Watching (lakes)	Group B	July	Ms. Sonam Singh
11	Doll Museum	Group B	August	Ms. Kirti Agarwal
12	Post Office	Group B	September	Ms. Leena Verma
13	Zoo	Group B	October	Ms. Sunita Suthar
14	Temple	Group B	November	Ms. Karuna Sharma
15	Metro Station	Group B	December	Ms. Neha Mathur
16	Mall	Group B	January	Ms. Portia Mathur
17	Dairy	Group C	April	Ms. Kusum Meena
18	Book Fair	Group C	July	Ms. Prakarti Shukla
19	Orphanage	Group C	August	Ms. Asha Sharma
20	Haat Bazaar	Group C	September	Ms. Varsha Yadav
21	Railway Station	Group C	October	Ms. Nirmala
22	Science Park	Group D	April	Ms. Renu Vijay
23	Press Visit	Group D	July	Ms. Neetu Yadav
24	Adventure Camp	Group D	August	Mr. Yuvraj Tayagi
25	Old age Home	Group D	September	Mr. Gurudayal
26	Biological Park	Group D	October	Ms. Neetu Yadav
27	Government Projects	Group E & F	July	Mr. Yogendra Kumar
28	Press Visit	Group E & F	August	Mr. Ashok Upadhaya
29	Industries/ Factory	Group E & F	September	Mr. Abhinesh Kumar
30	Adventure Camp	Group E & F	October	Mr. Ashish Srivastava
31	Old age Home	Group E & F	November	Ms. Usha Thapar

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6/4/24

A) INTER SCHOOL COMPETITIONS (Sports)

School needs to enroll its students.

S.No.	Month	Competition/Event	Incharges
1	May	St.Wilfried (Volleyball)	
2	July-August	Sanskar School(All Sports)	Mr.Samadhan
		BVB All Sports)	Mr.Virendra
		Seedling All Sports)	Mr.Kaptan
		Subodh Public School(Airport)	Mr.Rahul
3	September (I to X)	RBSE District & State tournament	Mr.Mahendra
		Gyan Vihar(All Sports)/	Mr.Virendra
		JPGS(All Sports	Mr.Gopi
		Pie Olympics(Rajasthan Patrika)	Mr.Rahul
	October	MPS Group of Schools(All Sports)	Mr.Rajkamal
		Fellow mission School	Mr.Gopi
		Gyan Vihar University	Mr.Samadhan
	October-November	Ms.Arпита	
		CBSE Cluster	Mr.Kaptan
		DPS	Mr.Rajkamal
		Subodh Public School	Ms.Arпита
		Jaipuria School	Mr.Kaptan
		Rawat Public School	Ms.Arпита
		St.Xavier	Mr.Kaptan
	December	Ryan International School	Mr.Rajkamal

Incharges: Mr.Virendra
Mr.Samadhan

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6/4/24

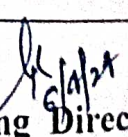
INTER HOUSE COMPETITIONS 2023-24

Annex-6C

Second Week of the month Intra House will Be conducted.

Fourth Week of the month Inter House Competition of Best two selected from intra house Competition.

S. NO.	MONTH	COMPETITION	CLASS
1	April	Inter House Shlok Competition	I-V
		Inter House Mono Acting	VI-VIII
		Inter House Nukkad Natak	IX-XII
2	July	Inter House Competition-Nature's Lap Story	I-V
		Inter House English Debate Competition	VI-VIII
		Inter House Tattoo Making	IX-XII
3	August	Inter House Poem Recitation-English	I-III
		Inter House Bal Kavi Sammelan-Kavyanjali	IV-V
		Inter House Tyre Art Competition for Garden Decoration	VI-VIII
		Inter House Young Commentators Competition	IX-XII
4	October	Inter House Page to Stage Competition-Enactment of Character from a Fairy Tale/Folk Tale	I-V
		Inter House Fireless Cooking	VI-VIII
		Inter House Logo Design Competition	IX-XII
5	November	Inter House Fridge Magnet Designing Competition	I-V
		Inter House Graffiti Art Competition	VI-VIII
		Inter House Declamation Competition- Medical Science vs Humanity	IX-XI
6	December	Inter House Dance Competition	I-V
		Inter House Maths Quiz Competition	VI-VIII
7	January	Inter House Fancy Dress Competition	I-III
		Inter House Salad Decoration Competition	IV-V
		Inter House Mime Competition-Sadak Suraksha	VI-VIII

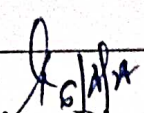

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Annex-6D(b)

Special Assemblies & Celebrations 2024-25

S. No.	MONTH	ASSEMBLY
1	April	MyGreen Earth-Earth Day
2	May	Eid-ul-Fitr
3	May	MyWork MyPride-WorkersDay
4	July	Mother's Day
4	August	Treesare our Friend-Van Mahotsava
4	August	Our Country Our Pride-Independence Day
4	August	Raksha Bandhan
4	August	Janmashtami
5	September	The Key to the Future-Teachers' Day
5	September	Ganesh Chaturthi
5	September	Gandhi Jayanti
5	September	Hindi Humari Sanskriti-Hindi Diwas
6	October	World Student's Day
7	November	Diwali
7	November	Gurupurab
8	December	Christmas
9	January	Republic Day
9	January	Lohri/Makarsankranti
10	February	BasantPanchami

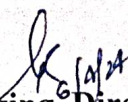

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Institution Celebration at the School Campus -Champions

ANX-9

	ner Camp	13th May 2024-31 st May 2024	Mr. Z.M. Khan (VP) Ms.Kirti Agarwal Mr.Jatin Sharma
	Rocksport Camp	17 th July 2024	Mr.Samadhan Mr.Virendra
3	Founders Day / Science Exhibition	30 th July 2024	Ms.Renu vijay
4	Green Week	1 st August to 8 th August,2024	Ms.Rajni Kapoor
5	*Independence Day	15 August, 2024	Ms.Asha Sharma
6	Indradhanush	10 August ,2024	Ms.Kirti Agarwal Ms.Sonam Singh
7	Teachers day	5 September, 2024	Ms.Usha Thapar
8	Diwali Celebration	26 October,2024	Mr.Ashish Srivastava
9	Children's Day	14 th November 2024	Ms.Chitra(VP) Mr.Zia M.Khan(VP)
10	Annual Sports Day	29 & 30November/ 20 &21 December 2024	Mr.Samadhan Mr.Virendra
11	Annual Day- VivekUtsav-7	23 th October,2024	Ms.Kirti Agarwal Ms.Renu Vijay
12	Aashirwad Ceremony(passing Out Students)	20 th December 2024	Ms.Rashi Saxena
13	Christmas Celebration	24 th December 2024	Ms.Portia Mathur
14	Carnival	25 th December 2024	Mr. Narendra Choyal Mr. Yuvraj Tyagi
15	Republic day	26 th January, 2025	Mr.Gurudayal Sharma
16	VTA Day	31 January -2025	Mr.Z.M.Khan (VP) & VTA Staff
17	Phulwari	1 st February 2025	Ms.Chitra(VP)
18	Holi Celebration	12 th March 2024	M.Rajni Kapoor
19	Annual Exhibition (Journey of Learning 2025)	22 March, 2025	Mr. Z.M. Khan (VP)
20	Excursion/Educational Trip	06 January- 10 January 2025 17 March – 21March 2025	Mr. Yogendra Kumar


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VIVEK TECHNO SCHOOL, JAIPUR

SESSION 2024-25

THIS IS TO INFORM TO ALL THE TEACHERS THAT FOLLOWING GUIDELINES WILL BE FOLLOWED FOR ASSEMBLY.

MONTHS	APRIL /MAY	JULY/ AUGUST/ SEPTEMBER	OCTOBER/ NOVEMBER/ DECEMBER	JANUARY/ FEBRUARY/ MARCH
THEME	SELF DISCIPLINE	UNITY IN DIVERSITY	DISCOVERIES AND INVENTIONS	IMPORTANCE OF MEDIA IN OUR LIFE

DAYS	GROUP(D,E & F)	GROUP (B & C)
MONDAY / TUESDAY	GROUP D (class VI, VII)	GROUP B (class I & II)
WEDNESDAY / THURSDAY	GROUP D & E (class VIII & IX)	GROUP C (class III)
FRIDAY / SATURDAY	GROUP E (class X)	GROUP C (class IV)
ALL DAYS	GROUP F (class XI, XII)	GROUP C (class V)

ASSEMBLY DOMAINS:

SR.NO.	ACTIVITIES	RESPONSIBILITY
1	VOCAL(om chanting, Gayatri mantra, Hindi prayer , English prayer and National Anthem)	GROUP C (CLASS V) & GROUP F (class XI to XII)
2	Pledge	Council members (headboy, headgirl, house captain, vice house captain, discipline incharge etc.) of Group F.
3	Assembly work (Thought, news, G.K. questions, speech etc.)	Respective class of the day
4	Quarterly Theme Skit	GROUP F (class XI to XII)
5	Special day celebrations	Respective class of the day
6	Indian festivals	Respective class group and one performance by group F(class XI to XII)

Assembly In charges

Group	Class	In charges
B & C	I To V	MEENAKSHI AACHARYA
D	VI to VIII	MAHIMA SHARMA
E	IX & X	YOGENDRA SIR
F	XI & XII	ANJANA MA'AM

PRINCIPAL