



SCHOOL ROUTINE (PRIMARY SCHOOL)

School Timings : 07.50 a.m. to 02.20 p.m. – Summer Months (April to March)

08.20 a.m. to 02.50 p.m. – Winter Month (January only)

PERIODS	TIMINGS	DAY	DURTION	ACTIVITIES
Zero	07.50 – 08.20	Mondays	30 Min	<ul style="list-style-type: none">STRETCH TIME (I & II MONDAY)MASS PT (III, IV & V MONDAY) COORDINATORS: MS SUMANA S & MS ILASHRI
On Tuesdays Unit Test will be held during the Zero Period for Cls I- V only	08:20 – 09:10	Tuesdays	50 Min	<ul style="list-style-type: none">UNIT TEST COORDINATOR : MS ANITA VERMA (I-V)
Zero	07:50-8:20	Wednesdays	30 Min	<ul style="list-style-type: none">Class Teacher Period/Class Library Period / Rehearsals for Inter School Activities.ARYABHATTA CLASSES COORDINATOR: MS RUCHIKA K
8 th & 9 th Period	01:10-02:15		1 Hr 05 Min	<ul style="list-style-type: none">BAL SABHA ACTIVITIES COORDINATORS: MS D KHANNA & MS P CHAND
Zero	07:50-8:20	Thursdays	30 Min	<ul style="list-style-type: none">MORNING ASSEMBLY COORDINATORS: MS MUKUL S & MS SUMANA S LOGISTICS: KANWARPAL, NAVEEN, YOGENDER & SCHOOL ELECTRICIAN COMMAND: MS RANI N, MR RAMESH & SPORTS CAPTAIN
Zero	07:50-8:20	Fridays	30 Min	<ul style="list-style-type: none">PEC: FOR CLS I – III COORDINATORS: CLASS REPS VENUE: Badminton Court/Mont Courtyard/Backyard/ Double Height area <ul style="list-style-type: none">MASS P.T.: FOR CLS IV – XII COORDINATORS: MR D BIST/ MS R NEGI COMMAND: SPORTS CAPTAIN/ VICE CAPTAIN ON DRUM: MR D BIST/MR VARDHAN OVERALL SUPERVISION: VPL/MS RUBY SINGH / MS D KHANNA
	07.50-10.00	Saturday (1 st & 3 rd of each month)	2 Hrs 10 Mins	<ul style="list-style-type: none">PREPARATORY CLASSES FOR COMPETITIVE EXAMS OVERALL INCHARGE : MS D PRABHAKAR ARYABHATTA CLASSES : MS RUCHIKA K REMEDIAL CLASSES : SP. EDUCATOR & CL REPS (III-V) SPORTS ACTIVITIES : MS R NEGI & VARIOUS COACHES CLUB ACTIVITIES : MS SONAM MALIK & MS SHALINI G SPORTS ACTIVITIES : MS RANI NEGI & COACHES

TEST DAY (TUESDAYS)			(MONDAYS, WEDNESDAYS, THURSDAYS & FRIDAYS)		
PERIOD	TIMINGS	DURATION	PERIOD	TIMINGS	DURATION
I	07.50-08.20	30 MTS	ZERO	07.50-08.20	30 MTS
TEST PERIOD	08.20-09.10	50 MTS	I	08.20-09.00	40 MTS
II	09.10-09.40	30 MTS	II	09.00-09.40	40 MTS
III	09.40-10.20	40 MTS	III	09.40-10.20	40 MTS
LUNCH BREAK	10.20-10.40	20 MTS	LUNCH BREAK	10.20-10.40	20 MTS
IV	10.40-11.20	40 MTS	IV	10.40-11.20	40 MTS
V	11.20-11.55	35 MTS	V	11.20-11.55	35 MTS
VI	11.55-12.30	35 MTS	VI	11.55-12.30	35 MTS
VII	12.30-01.00	30 MTS	VII	12.30- 01.10	40 MTS
SHORT BREAK	01.00-01.10	10 MTS	VIII	01.10-01.45	35 MTS
VIII	01.10-01.45	35 MTS	IX	01.45-02.15	30 MTS
IX	01.45-02.15	30 MTS			
--	02.10-02.15	DISPERSAL OF BUS USERS			
-	02.15-02.30	DISPERSAL OF OWN ARRANGEMENT & ESCORTED STUDENTS			
		THE ABOVE DISPERSAL WILL BE UNDER THE SUPERVISION OF CLASS TEACHERS ONLY.			

- 1st, 3rd and 5th Saturdays of each academic month will be working for the staff.
- 2nd and 4th Saturdays will be observed as Holidays
- Departure Time for School Buses : 02.35 p.m.
- Dispersal of Teaching Staff : 03.00 p.m.
- Dispersal Time for the teaching Staff on the last day of the working month is 02.30 p.m.

Class Teachers are to invite parents between 02.30 & 03.00 p.m for brief discussion, if any, on any working day between 02.30 p.m. to 03.00 p.m. All Departmental, House Meetings, Class Rep Meetings and any other desired meeting will be held on week days.

Distribution

VPL / HM (Sr) / HM (Pr) / HM (Pre-Primary)

Transport I/C, Substitution I/C

A Razdan (File), School Website

Asha Prabhakar
(Principal)

स्वच्छ भारत

एक कदम स्वच्छता की ओर