

ANNUAL SCHOLAR BADGE / BLAZER/P.T.A. AWARDS FUNCTION
(EXCELLENCE IN ACADEMICS)

- The FOURTEENTH ANNUAL SCHOLAR BADGE FUNCTION will be held on **26 Aug, 2017 (Saturday)** in the School Lawns at 09.00 a.m. The Chief Guest for the school function will be announced shortly.
- **Given below is the list of various duties with names of Incharges indicated against each.**

<u>Duties</u>	<u>Tr-In-Charge</u>
• Convenor	: MS D KAUSHAL (Under the supervision of HM (Sr) & HM (Pr))
• List of Scholar Badge awardees	: Ms T Khurana, Ms A Dhar & Mr P K Mishra (List to be released by 20 Aug, 2017)
• List of Subject Proficiency awardees	: Ms S Walia, Ms A Dhar & Mr P K Mishra (List to be released by 20 Aug, 2017)
• Cultural Programme	: Mr P Pallavi, Ms K Pandey
• Emcee Mentor	: Ms Rumpa Bhattacharyya & Ms Poonam Sharma
• Stage Decoration	: Mr Niladri, Mr Yuvraj & Ms Namisha
• Sound System	: Mr Swapan M, Ms Sumana & Mr Tulsiram
• Preparation of Certificates	: Ms A Bhardwaj to be assisted by Ms D Prabhakar
• Procurement of Badges	: Ms T Khurana & Ms A Dhar
• Photography & Videography	: Mr Niladri & Mr Yuvraj
• Audio Control	: Mr Tulsiram & Mr Jagatpal
• High Tea	: Ms Neha Gupta & Ms Kamleshwari
• Press Release / Loading of pictures & video with a write up on conclusion of the programme on SCHOOL WEBSITE	: Ms R Bhattacharyya / Ms Nishi Nigam Mr J M Pant and Ms R Bhattacharyya (The same should be uploaded latest by 29 Aug, 2017)
• Editing of video (5-7 minutes duration)	: Mr J M Pant
• Seating Arrangement	: Mr Umesh Verma & Mr Harender
• Invitation (a) Parents	: Ms D Khanna, Ms N Bhattacharya, Ms S Walia, Ms A Dhar & Mr P K Mishra (To be dispatched to the parents of awardees latest by 20 Aug, 17)
(b) PTA Members	: Mrs A Razdan
• Aesthetics / Placing of Green Pots / School Gardens / Open space near Swimming Pool	: Mr U Verma & Ms N Bhatnagar

Programme

- Welcome / Presentation of Bouquet : President, Student Council & Ms S Walia
- **President's Address (Students Council)** : Mentor : Ms R Sondhi
- Cultural Programme : Duration 20 Mins.
 - a) School Choir }
(Musical Rendition) }
 - b) Dance }

ANNUAL SCHOLAR BADGE FUNCTION COMMENCES

- Address by the Chief Guest : To be announced later
- Vote of Thanks : Principal
- Student Discipline : Action : Concerned Class Reps. / Mr D Bist
Cls VIII & IX to be seated by 08.45 a.m.

Distribution

VPL, HMs, A.O. (Via e-mail)
All Staff Members (Via e-mail)
Website I/C
File (Anjuni Razdan)

Asha Prabhakar
(Principal)

स्वच्छ भारत
एक कदम स्वच्छता की ओर