



LIST OF CLASS TEACHERS (2020-21)
PRE PRIMARY DEPARTMENT

Ms S. Passi : HM (Pre Primary)

| CLASS | SECTION | NAME OF TEACHER | CLASS | SECTION | NAME OF TEACHER |
|---------------|---------|--------------------------|----------------|---------|--------------------------|
| PRE SCHOOL | A | Ms Manami Ghosh (CI Rep) | PRE PRIMARY | A | Ms Kuldeep Sood (CI Rep) |
| | B | Ms Neeru Sharma | | B | Ms Eva Kulshrestha |
| | C | Ms Parimeeta Khanna | | C | Ms Vibha Khurana |
| | D | Ms Nitika Bhatia | | D | Ms Anju Raghav |
| | E | Ms Meena Aggarwal | | E | Ms Manju Malkoti |
| | F | Ms Sheuli Ghosh | | F | Ms Payal Chauhan |

Activity Teacher – Ms.Shilpa Rajotia

Teacher Assistants- Ms Tushar Manchanda & Ms.Aparna Gupta

INCHARGES :

| S.NO | AREA | NAME OF STAFF |
|------|--|---|
| 1. | Morning Assembly | Ms Sheuli G & Ms.Anju R |
| 2. | Play Pen Equipment (Procurement & Maintenance) | Ms Kuldeep S & Ms.Nitika B |
| 3. | Visits & Excursions | Ms Manju M & Ms Payal C |
| 4. | School Publication – Pre Primary Magazine ‘Sagarika’ | Ms Meena A(Editor), Ms Eva K (Co-Editor) & Ms Vibha K (Technical Support) |
| 5. | Photography / Website I/Cs | Ms Vibha K & Ms Nitika B |
| 6. | School Transport & Management of Private Vans | Ms Kuldeep S, Ms.Neeru S & Ms Eva K |
| 7. | Maintenance of Inventory (Furniture, Fixtures & Electrical Items) | HM(PP) Respective Class Teachers |
| 8. | Bal Sabha Activities | Ms Manami G & Ms Anju R |
| 9. | Time Table (Swimming, Activity Room, Play Pen, Dance & Music) | Ms Nitika B & Ms Sheuli G |
| 10. | Substitutions | Ms Aparna G & Ms.Tushar M |
| 11. | Inter School Competitions | Ms Manju M & Ms Sheuli G |
| 12. | Workshop Coordinators | HM (Pre Primary) & Ms. Meena A |
| 13. | Summer Camp I/Cs | Ms Neeru S & Ms.Shilpa R |
| 14. | ISA Activity Coordinators | Ms.Manami G, Ms.Meena A & Ms.Payal C |
| 15. | Resource Material (Procurement, Distribution & Stock Taking) | HM (PP) Members : Ms.Parimeeta K & Ms.Neeru .S, Ms.Kuldeep S & Ms.Nitika B. |
| 16. | Display Boards (Preparation of Topics for Display Board- Pre School & Pre Primary) | Ms Nitika B & Ms Manju M |
| 17. | Class Libraries | Ms. Manami G, Ms Meena A & Ms Neeru S |

- Staff members are expected to perform the above duties diligently.

Date : 17 Mar, 2020

Asha Prabhakar
(Principal)

स्वच्छ भारत

एक कदम स्वच्छता की ओर

Distribution

VPL, HM (Sr), HM (Pr), HM (Pre Primary), Staff (via e-mail)

Website, A/R (File)