



LIST OF CLASS TEACHERS (2019-20)
PRE PRIMARY DEPARTMENT

Ms S. Passi : HM (Pre Primary)

| CLASS | SECTION | NAME OF TEACHER | CLASS | SECTION | NAME OF TEACHER |
|-------|---------|---------------------------|--------|---------|----------------------------|
| P P I | A | Ms Vibha Khurana (CI Rep) | P P II | A | Ms Meena Aggarwal (CI Rep) |
| | B | Ms Sheuli Ghosh | | B | Ms Parimeeta Khanna |
| | C | Ms Kuldeep Sood | | C | Ms Manju Malkoti |
| | D | Ms Manami Ghosh | | D | Ms Nitika Bhatia |
| | E | Ms Aayesha Khan | | E | Ms Neeru Sharma |
| | F | Ms Anju Raghav | | F | Ms Bharti Suri |

Teacher Assistants- Ms Shalini Khanna and Ms.Tushar Manchanda

INCHARGES :

| S.NO | AREA | NAME OF STAFF |
|------|---|--|
| 1. | Morning Assembly | Ms A.Khan & Ms.P.Khanna |
| 2. | <u>Play Pen</u> | |
| | (a) Equipment | Ms S.Ghosh & Ms K.Sood |
| | (b) Play Pen Area | Ms A.Raghav & Ms B.Suri |
| 3. | Visits & Excursions | Ms M.Malkoti & Ms A.Khan |
| 4. | School Publication – Pre Primary Magazine ‘Sagarika’ | Ms P.Khanna (Editor), Ms N.Bhatia (Co-Editor) & Ms N.Sharma (Technical Support) |
| 5. | Photography / Website I/Cs | Ms V.Khurana & Ms N.Sharma |
| 6. | Discipline | HM(Pre Primary) & Pre Primary Staff |
| 7. | School Transport | Ms P.Khanna & Ms S.Ghosh |
| 8. | Bal Sabha Activities | Ms K.Sood & Ms M.Malkoti |
| 9. | Time Table | Ms N.Bhatia & Ms S.Ghosh |
| 10. | Substitutions | Ms N.Sharma & Ms.A.Khan |
| 11. | Admissions | HM (Pre Primary) & Pre Primary Staff |
| 12. | Inter School Competitions | Ms K.Sood & Ms N.Bhatia |
| 13. | Workshop Co-ordinators | HM (Pre Primary) & Ms.M.Ghosh |
| 14. | Smart Class Resource Material | Ms.V.Khurana & Ms.M.Aggarwal |
| 15. | Summer Camp I/C | Ms M.Ghosh |
| 16. | Horticulture (Maintenance of plants in Pre Primary Wing) | Ms A Khan & Ms V.Khurana |

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

Date : 18 Mar, 2019

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)