

GREEN ROOM DUTY CHART FOR ANNUAL DAY (18.11.2018)

CONVENOR : MS ANITA PANDA

TEACHERS ON GREEN ROOM DUTY ARE REQUESTED TO FOLLOW THE DUTY CHART DURING REHEARSAL DAYS TOO. STUDENTS ARE TO REPORT AND DEPART FROM THEIR RESPECTIVE GREEN ROOMS DURING REHEARSALS.

NOTE: ALL GREEN ROOM INCHARGES TO EDUCATE STUDENTS ABOUT THE EXIT PLAN IN CASE OF EMERGENCY.

S. NO.	ITEM	TIME (min)	PARTICIPANTS	CO- ORDINATOR & TEACHER I/CS	GREEN ROOM	ESCAPE ROUTE IN EMERGENCY	
01	Emcees	--	17	Ms Rumpa B, Ms Poonam S & Ms Deepa P	Sr Library	Staircase adjacent to Cl-II A	
02	Prize Distribution	--		Ms Abha B & Ms T Khurana	Sr Library		
03	School Choir	15	150	Mr P Pallavi, Ms S Sengupta & Music Dept.	Ms Priya S, Ms S Renakumar, Ms Surabhi M & Mr Mohit B	XI A, XI C & XII D	Staircase opp. VPL's office
04	School Orchestra	10	90	Mr P Pallavi, Mr Tulsiram & Mr Upadhyay	Ms Nivedita B, Ms K Shreya, Ms Preeti & Ms Namrta K	XII A, B & C	Staircase opp. Swimming Pool
05	Invocation Dance (Anahat)	8	150	Ms Nisha	Ms Maya, Ms A Dhar, Ms Shawoli, Ms Arpita, Ms Ruchika, Ms Illashri, Ms Anita V, M Sethi, Ms Sharmishtha C, Ms Astha, Ms Monika P	III A & V B, C & D	Staircase adjacent to HM (Pr)'s office
06	Pre Primary Presentation	15	200	HM (PP) Ms Sheuli G & Ms Manju M	Pre Primary Teachers	PP – I A- F	Exit adjacent to Medical Room
07	Navras – Musical Drama (A Senior School Presentation)	40	36	Introductory Dance	Ms Kavita P, Ms Aditi G, Ms S Tyagi, Ms Swati C & Ms S Taak	Music Room-1	Staircase leading to the Car Park area
			27	Shringaar Ras	Ms Kavita P, Ms Nishi S, Ms Vidhi O & Ms V Kaul (to join after Pom Pom show)	Music Room-2	
			24	Adbhut Ras	Ms Kavita P, Ms Rani V, Ms Deeksha S & Ms Pooja K	Dance Room-1	
			22	Hasya Ras	Ms Rachna, Ms Kamna & Ms Manisha A	Sitar Room	
				Karuna Ras	Ms U Kumari & Ms N Nigam	Tabla Room	
			22	Raudra Ras	Mr Swapan M, Ms Samra R & Ms Radhika K		
			40	Veer Ras	Mr Swapan, Ms Saba N & Ms Shazi Jah	Dance Room-2	
			45	Bhayanak Ras	Mr Swapan M, Ms Indula M, Ms Sunayana P & Ms Preeti P	TT Arena	
			24	Bibhatsa Ras	Mr Swapan M, Ms Deepika A & Ms Vaishali M		
225	Shaant Ras (Curtain Call)	Ms Komal M, Ms Rajni G & all the item I/Cs					
08	Pom Pom Brigade	--	40	Ms D Khanna, Ms V Kaul	PP- II A & B	Staircase adjacent to HM (PP)'s office	
09	Band	--	33	Mr Mohan & Mr D Bist, Ms Sabari M.	Optional Study Room	Exit adjacent to Class XII B	
10	Make Up Room	--	--	Ms Deepika A Khan & Ms M Malkoti, Ms Vaishali M & Ms M Sethi	Sr Maths Lab, III B & C	Staircase adjacent to HM (Pr)'s office	

SARITA. KUSUM, GEETA, MAYA, MANORAMA, SUNITA, RAKESH, KAMLESHWARI TO ASSIST MONT TEACHERS DUTY CHART (BACK STAGE AREA)

Right wing (lawn tennis court)	Left wing (swimming pool side)	Swimming pool area (cemented area)
Ms I Mishra (near stage)	Ms Vidhi Oberoi (near stage)	Ms Anita Panda (corridor near stage area)
Mr Prabhat / Ms Radhika (ladder)	Mr Ashutosh & Mr Mohan (ladder)	Ms Rani Negi (student control cemented bus drive way) Class XII corridor
	Ms Mukul Srivastav {student control}	

NOTE : PLEASE PREFIX MRS./MS. AND MR. BEFORE YOUR NAME.

- Teachers on back stage area duty to call student volunteers for assistance in order to maintain discipline. All teachers on duty near stage are to report strictly half an hour in advance of the commencement of the program.
- Green room In-charges are to accompany their item students and maintain strict discipline among them once near the stage arena.

Asha Prabhakar
(Principal)

स्वच्छ भारत
एक कदम स्वच्छता की ओर

VPL, HM (Sr) HM (Pr) HM (Mont) (via e-mail)
Website I/C, Staff Members (via e-mail)
A Razdan (File)