



TRANSPORT DUTY ROSTER

MONTH: - MAY 2018

Routes			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	STAFF TO BE PUT ON EMERGENCY DUTY	STAFF ON RESERVE
NO. OF STUDENTS			Route Z	Route Y	Route X	Route W	Route V	Route U	Route T	Route S	Route R	Route Q	Route P	Route N	Route O	Route M	Route L		
			43	62	63	49	43	43	47	60	54	48	61	63	58	18	56		
S.No.	Date	Day	Private Bus	School Bus UP16BT-4974	Private Bus	School Bus UP16CT-5358	Private Bus	Private Bus	Private Bus	Private Bus	School Bus UP16BT 4975	Private Bus	School Bus UP16CT 5045	School Bus No UP16 CT5044	School Bus 16ET3585	Private Bus	Private Bus		
			Sectors 15,17,19Noida,Delhi Eastend Mayur Vihar - I	Sectors 73, 119,120	Sectors 39,41,47,49,47,82,1 05,110,100,93,82	Sector 62 Noida	Sector 34 Noida	Indirapuram Ghaziadbad	Sectors 52,53	Sectors 11,12,56,55,22,23,62 Rajat Vihar,M.V.Ph III	Sectors 76,78	Sectors 33,34	Sectors 61,71	Gaur City,Sec 70,71,121	Sectors 74,75,76,50,51	Crossing Republic	Sectors 75, 72,50,51,39		
01	10.05.18	THU	DEEPA K/ MAYA	A DHAR	S.MAITRA	SHALINI. G	R. KHANNA	SHRAMISHTA. C	MUKUL. S	ILASHRI	SONAM. M	SAMRA	SUNITA. M	PREETI BAJPAYEE/M EGHA CHUAHAN	ALKA /P.PANDEY(AFT R NOON)	NAMRATA K.	PRIYA S	TULSIRAM	
02	11.05.18	FRI		RUBY.S		ISHITA P	DEEPA. P	M. SETHI	PRABHAT	POOJA. K	P. PALLAVI	VANDANA	ANJALI. S				PRIYA S	RAMESH	
03	14.05.18	MON		NAMISHA. S		U. VERMA	KAMNA. J	ANJU. B	S. TYAGI	K. SHREYA	NILADRI.D	V. MITTAL	NISHI. S				SUNAYNA	BB SRIVASTAVA	
04	15.05.18	TUE		RUMPA. B		M. TRIPATHI	NISHA	I. MISHRA	ANITA. V	R. GATHANIA	ANSHUL. D	R. SONDHI	ABHA. B				MANISH	NARENDER	
05	16.05.18	WED		P. CHAND		SWAPAN.M	NANDINI. B	DEEPIKA	SUGANDHI	RICHA. M	NEERJA. B	POONAM. S	ARPITA				T. KHURANA	SUNDER	
06	17.05.18	THU		KOMAL. M		M.GULATI	R.NEGI	V. OBEROI	SUMANA. S	YUVRAJ	RADHIKA	U. KUMARI	VIBHA J				VARDHAN. S	DEVRAJ	
07	18.05.18	FRI		M. ARORA		NIVEDITA. B	R K SIKRI	ANJU. B	D. BIST	NISHI. N	NEHA. G	MAYA	S. WALIA				A. DIXIT	JAGATPAL	
08	19.05.18	SAT		ADITI. G		MEGHA	SABA. N	I. MISHRA	MOHIT. B	A. PANDA	SUBHA. R	MONIKA	K. PANDEY				P. PANDEY	DIPTI.S	
09	Lady Guard (s)	→	Permanent Teacher	Beena	Permanent Teacher	Meena	Shaheen	Shobha	Sangeeta	Anju Bala	Kanchan	Pooja	Pinky	Permanent Teacher	Santosh	Permanent Teacher	Permanent Teacher		Leela and Tara (Stand by duty)

- Total number of students using Senior School Bus Services is 768.
- The teachers should avoid leave on the day of their respective bus duties.
- If a Teacher is on leave the next teacher as per Roster will be put on Transport duty for that day. Permanent teacher will inform their substitute teacher one day in advance in case they have put on School duty or are availing leave. When the absentee teacher joins, he/ she will take up the Bus Duty at the end of the roster. Transport Roster I/c's will ensure that the absentee teacher has attended the Transport duty for the same month.
- **ROUTE-L** will be under Supervision of PRIYA S, and if she proceeds on leave, the duty will be taken care of by Mr. Mohan.
- **ROUTE-X** will be under Supervision of S.MAITRA and if she proceeds on leave, the duty will be taken care of by Mr. V.Upadhyay.
- **ROUTE-O** will be under Supervision of ALKA and if she proceeds on leave, the duty will be taken care of by MS.PREETI P.
- **ROUTE-Z** will be under Supervision of DEEPA K. and if she proceeds on leave, the duty will be taken care of by Ms. MAYA.
- **ROUTE-M** ferrying on crossing republic will be under the charge of Ms. Namrata/ Mr. J.M.Pant. **Route N** will be taken care of Ms. Preeti Bajpayee /Ms Megha Chauhan
- All staff members on bus duty should carry the mobile Nos of PPL/VPL/ H Ms/ Transport I/c & A.O In case of a breakdown, impounding of the bus or Child missing from the bus, a phone call is to be made to the school to the concerned Authority by the bus duty teacher. Teachers on duty aboard school buses ,RoutesV&Q will have rotation of duty.
- Mr Anoop Dixit and Mr. Srivastava (Transport I/c's) are to reconcile the strength on each route every 15 days. No staff is permitted to change the duties without the express permission of Principal.
- For suggestions, Contact Ms. Subha. Renakumar / Mr.A.Dixit/Ms.Mukul S .Next date of Roster release : 19.05.2018

All Substitute teachers will be taken into account for rotational transport duty.

- Ms. Subha Renakumar & Ms.Mukul S (Originators)
- Mr. Anoop Dixit
- Ms.Anupama Motwani (Vice-Principal)
- Mr.B B Srivastava (Transport I/Cs)
- Ms.Asha Prabhakar (Principal)

All Teachers and staff on duty are to ensure the availability of Lady Guards in School buses as mentioned above.

Distribution
HM (Sr.), HM (Pr.) & Staff (via e mail)
Abha.B/A.Dhar (Substitution Cell)