

Ty Memo/09/2018-19

Date: 12 July, 2018

PRE PRIMARY-I ADMISSION (2019-20)

- A) The following staff members will remain present on 14 July, 2018 (Saturday) for interaction with parents and the tiny tots.
- Ms Sarika Passi, HM (PP)
 - All Pre Primary teachers, Ms Aditi G, Ms Saba N
 - Mr Yograj Malik / A.O.
 - Jr & Sr Library Assistants, Mr Debraj & Mr Dipti
 - Sahayikas - Ms Geeta, Ms Rakesh, Ms Maya, Ms Kamleshwari, Ms Manorama & Ms Sunita
 - Peons - Mr Yoginder, Mr Dilip Kumar & Mr Parminder
 - Safai Karamcharis - Ms Sarita, Ms Kusum
- B) Staff on duty is to note the following schedule :
- Reporting Time : 09.00 a.m. (for all members)
 - Interaction Hours : 09.30 a.m. to 12.30 p.m.
 - Venue : Sr Library
 - Dispersal : 12.40 to 12.45 p.m.
- C) HM (PP) is required to ensure drinking water arrangement for the visiting parents. A.O. is required to ensure the cleanliness of school premises.

Distribution

VPL / HM (Sr) /HM (Pr)/ HM (PP)
A.O., All Staff, File

Asha Prabhakar
(Principal)

स्वच्छ भारत
एक कदम स्वच्छता की ओर