



SCHOOL ROUTINE (SR. SEC. SCHOOL)

School Timings

Summer Months (April to March)	XI A,B & XII A,B 8.50 a.m to 12.50 pm	XI –C,D, XII C D 07.50 am to 2.10 pm
Winter Month (January only)	XI A,B & XII A,B, 9.20 am to 1.20 pm	XI–C,D, XII, C, D 08.20 am to 2.10 pm

PERIODS	TIMINGS	DAY	ACTIVITIES	COORDINATOR(S)
ZERO	07.50–08.50 a.m.	Mondays	Round Test For Cls XI & XII	Ms Neha & Ms Sabari
ZERO	07.50–08.20 a.m.	Tuesdays	Stretch time for Cls VI - XII	Mr D Bist, Mr A Dixit & Mr U Verma
ZERO	07.50–08.20 a.m.	Wednesdays	SCHOOL ASSEMBLY : FOR CLS VI-XII	Mr D Bist, Mr Vardhan & Mr P Pallavi Overall Supervision : Ms Rachna Sondhi & Ms. Meenakshi Gulati
ZERO	07.50–08.20 a.m.	Thursdays	<ul style="list-style-type: none"> Class XII : Extra Classes for Physics, Accountancy and Political Science Career Counselling sessions (XI) 	Ms Swati C, Ms Ruby S, Ms S Walia / Mr Nilesh Roy Ms Philo Maria & Ms Rumpa B
ZERO	07.50–08.20 a.m.	Fridays	MASS P.T.: FOR CLS VI – XII	Mr Vardhan S & Mr Ankit J Overall Supervision : : Ms Rachna Sondhi & Ms. Meenakshi Gulati
8TH & 9TH PERIOD	01:10-02:10 (Sr School)		<ul style="list-style-type: none"> Inter House Activities Inter House Matches Counselling Sessions 	Ms Rachna Sondhi & Ms. Meenakshi Gulati Mr D Bist, Mr. Vardhan & Concerned Coaches Ms Philo Maria

- PGTs are required to adhere to the Extra Class Time Table on Thursdays.
- DURING STRETCH TIME & MASS PT, Specialised coaching in various Games & Sports will remain suspended.

TUESDAY (S) TO FRIDAY(S)			MONDAY(S)			TUESDAY (S) TO FRIDAY(S)		
XI A/B AND XII A/B			XI A/B/C/D & XII A/B/C/D			XI C/D AND XII C/D		
PERIOD	TIMING	DURATION	PERIOD	TIMING	DURATION	PERIOD	TIMING	DURATION
Zero Period	7.50-8.20	30 Min	Zero Period	07.50 – 08.50	1 Hr.	Zero Period	07.50 – 08.20	30 Min
1	08.20-09.00	40 Min	1	08.50 – 09.25	35 Min	1	08.20 – 09.00	40 Min
2	09.00– 09.40	40 Min	2	09.25 – 10.00	35 Min	2	09.00– 09.40	40 Min
3	09.40 – 10.20	40 Min	3	10.00 – 10.35	35 Min	3	09.40 – 10.20	40 Min
4	10.20 – 11.00	40 Min	4	10.35 – 11.10	35 Min	4	10.20 – 11.00	40 Min
LUNCH BREAK	11.00-11.20	20 Min	LUNCH BREAK	11.10 – 11.30	20 Min	LUNCH BREAK	11.00-11.20	20 Min
5	11.20 – 12.00	40 Min	5	11.30 – 12.05	35 Min	5	11.20 – 12.00	40 Min
6	12.00-12.40	40 Min	6*	12.05 – 12.40	35 Min	6	12.00-12.40	40 Min
-	-	-	7	12.40 – 01.10	30 Min	7	12.40-01.10	30 Min
-	-	-	8	01.10 – 01.40	30 Min	8	01.10-01.40	30 Min
-	-	-	9	01.40 - 02.10	30 Min	9	01.40-02.10	30 Min

DISPERSAL OF STUDENTS UNDER THE SUPERVISION OF CLASS TEACHERS.

* Classes XI A/B and XII A/B shall arrive at 7:50 a.m. and disperse at 12:40 p.m. on Mondays.

POINTS TO REMEMBER:

1. Zero period will be utilized for sports practice (only school teams) nearing a tournament, 1 & 2 periods can be utilized for Practice Matches.
2. Departure Time for School Buses: **02.20 p.m(XI C/D and XII C/D)**.
3. Dispersal of Teaching Staff : **02.45 p.m.**
4. **2ND AND 4TH SATURDAYS WILL BE OBSERVED AS HOLIDAYS.**
5. 1st, 3rd and 5th Saturdays of each academic month will be working for Staff. Dispersal of Teaching Staff : **02.45 p.m.**
6. Dispersal Time for the teaching Staff on the last day of the working month is **03.00 p.m**
7. Class Teachers may invite parents for a brief discussion, if any, on any working day between **02.30 p.m. to 03.00 p.m.**
8. All Departmental, House Meetings, Class Rep Meetings and any other desired meeting will be held on week days after school hours. A prior intimation will be given to the staff.

Dated: 27 March, 2024

Asha Prabhakar
(Principal)

Distribution

VPL, HMs,
Transport I/C, Substitution I/C
A Razdan (File), School Website

स्वच्छ भारत
एक कदम स्वच्छता की ओर