



Fri, 16 Nov 18

TO BE REMOVED ON FRI, 23 NOV 18

FRIDAY ORDER No - 01

1. **Nov 17, 2018-**

Working Saturday for staff. Timings are 08:00 AM to 01:00 PM.

2. **Nov 17, 2018.**

Polish Exchange Program: Arrival of Polish delegation (11 students and 3 teachers)- 7:30 AM

Teacher In-Charge: Ms Disha & Ms Sonali, Ms Pramilla Dutt, Ms Uma Mishra to receive at the airport.

3. **Nov 17, 2018.**

Staff meeting with the Principal- Time 8.15am

Venue-ICT Room

4. **November 17 & November 18, 2018 -**

Annual Enrichment Workshop by DLF Foundation. Around 600 students from outside and many reputed resource persons will be present in school on both the days. Venues earmarked for the workshop are as under:-

Ground floor : All Nursery & KG classrooms, Dance studio, Conference Room

Second floor : Multipurpose Hall

Third floor : Physics Lab & Biology Lab, Class IX

All teachers in-charge of the above mentioned venues are requested to look-up various resources on November 16 and remove personal items required for November 17 as the above venues will be not accessible during the workshop.

Mentors are requested to use First Floor for teachers of Grade Nursery to Grade II and Second Floor for other teachers on Saturday, November 17, 2018

Meeting. Meeting of Purchase Committee (Music) in Conference Room at 12 noon on November 17, 2018 - Music Department- RVS and SFS along with HOA

5. **Nov 19, 2018.**

Sample procurement of Music instruments from 10:00 AM to 03:00 PM

6. **Nov 20, 2018.**

Eid Celebration - Nur to Grade 1

Venue: Porch

7. **Nov 21, 2018**

Annual Day: Practice session for selected dances - 8:00AM to 12:00 Noon

Duty roster has been shared.

8. **Nov 22, 2018.**

DEAR Program (Drop Everything And Read)- Library activity

Venue: School Grounds

9. **Nov 23 & 24, 2018**

Annual Day: Practice session for selected dances - 8:00AM to 12:00 Noon

Duty roster has been shared.



Ms Archana Sagar
Principal