Circular No. 0002 11.03.2020

D.A.V. SENIOR PUBLIC SCHOOL, SURAJPUR

Dear parents,

In the wake of coronavirus cases being reported from across the globe. We are committed to the safety, welfare and well being of our children.

As per advisory released by HRD ministry and in the interest of the health and safety of students, as a precautionary measure, **Neev the foundation** –a **convocation ceremony** has been postponed. The students will have post exam holidays till 2nd April 2020.and school reopens on Friday, 3rd April 2020.

Stay healthy

Principal Dr.Mamta Goel

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Instructions for class 1 students

Welcome to Junior Wing DAV Surajpur (2020-21)

Dear parents,

Congratulations! Your ward has been promoted to class I. Welcome to the new session which we promise will be an eventful one. We request you to follow these instructions:-

- Send a thin notebook and write your ward's name, latest address, Whatspp No., Aadhar Card Number, Date of birth, blood group, Admission no., Mother's name, Father's name or any other guardian so that we can hand over your ward to right person.
- Send three in one thick notebook for first week practice work.
- Paste latest photo on very first page of this copy along with address.
- Make them learn their Bus No., Stoppage and Mobile number.
- Send proper Tiffin, fruit box, plastic fork, spoon and apron.
- Send them in proper uniform. Cut nails regularly.
- Activity uniform according to houses will be decided later and you will be informed accordingly.
- For any further queries, you can contact:

Coordinator: Mrs. Seema Bhatia – 9896665461

Incharges: Mrs. Neetu Lath – 9463189671

Mrs. Cheena Shorey – 9991333672

Mrs. Pratima Garg – 8295957862

• No request for section change will be entertained.

Kindly deposit sealed Rim within ten days positively.

Date: 12.03.2020

All the staff members are requested to return the Library books before 16th March, 2020 (Monday) positively.

Date: 18.03.2020

Attendance Register and Stock Register issued:

Attendance Registers:

- 1. Ms. Saloni Gupta (XI/XII)
- 2. Mrs. Anju Sharma (IX/X)
- 3. Mrs. Seema Sharma (VI to VIII)
- 4. Mrs. Seema Bhatia (I to V)
- 5. Mrs. Renu Soni (Nursery to U.K.G.)

Stock Registers:

- 1. Mrs. Anita Pasbola (Art)
- 2. Mrs. Meenu Singla (Maths)
- 3. Mrs. Anshu Sharma (Music)
- 4. Mr. Bhupesh Rattan (Sports)
- 5. Mrs. Renu Soni (Preoparatory Wing)
- 6. Mr. P. C. Dhiman (Labs)
- 7. Mrs. Anju Sharma (General)
- 8. Mrs. Jyoti Gupta (Computer)
- 9. Mrs. Aradhana Khanna (Junior Wing)

Date: 18.09.2020

All the following teachers are instructed to do C.B.S.E. Registration for Classes IX to XII:

1. IX A and IX B Mr. Shamee thakur

2. IX C and IX D Mrs. Sneh Malhotra

3. X A Ms. Harsh Ohri

4. X B Mrs. Meenu Singla

5. X C Mrs. Meena Sethi

Overall Incharge of Classes IX and X: Mrs. Anju Sharma

1. XI Science Mr. Bhupesh Rattan

2. XI Commerce Mrs. Laxmi Khurana

3. XII Science Mrs. Balwinder Kaur

4. XII Commerce Ms. Saloni Gupta

Overall Incharge of Classes XI and XII: Ms. Saloni Gupta

Date: 13.10.2020

Teachers kindly note tomorrow's timings:

11:00 am to 12:00 noon – Seminar

 $12:05 \text{ pm to } 12:45 \text{ pm} - 3^{rd} \text{ period}$

12:50 pm to 1:30 pm – 4th period

 $1:35 \text{ pm to } 2:10 \text{ pm} - 5^{\text{th}} \text{ period}$

Date: 24.02.2021

All the Subject Teachers teaching Classes III to VII and IX are requested to submit their Question papers for Annual Examination by 01.03.2021 (Monday).

Controller of Examination

Date: 13.03.2021

197th Janamotsav of Mahrishi Dayanand Saraswati is being celebrated by arya Pradeshik Upsabha Chandigarh at Sector – 22A, Chandigarh.

Following staff members are requested to report on duty on 14.03.2021 (Sunday) at 10:00 am:

- 1. Ms. Mamta Garg
- 2. Ms. Mamta Singh
- 3. Ms. Kamlesh Vashisht
- 4. Ms. Sangeeta Bhalla