

<b>VICE - PRINCIPALS</b>	
<b>MORNING SHIFT</b>	<b>NOONSHIFT</b>
SMT. RASHMI M. PANDYA	SRI JOHN M. D.
<b>SUBJECT HEADS:</b>	
<b>GUJARATI</b>	Smt. Dipti Rathod & Smt. Pushpaben Solanki
<b>HINDI</b>	Sri R. K. Vishwakarma & Ms. Kedari M.
<b>MATHS</b>	Smt. Chetna Desai, Ms. Jasjit Kaur & Sri. Mukesh Shah
<b>SOCIAL SCIENCE</b>	Smt. Rekha Doshi, Sri Essaki Ram & Smt. Jaylaxmi Sudhir
<b>VOCATIONAL GUIDANCE</b>	Smt. Priya Penkar
<b>ENGLISH</b>	Smt. Mona Naik & Smt. Matilda
<b>MARATHI</b>	Smt. Priya Penkar & Smt. Yojana Vartak
<b>SCIENCE</b>	Sri K. C. Patel, Smt. Pinky Jani & Sri. Lalit Patil
<b>ICT</b>	Smt. Renu Rai, Smt. Vyas Bhavana & Sri. Ketan Patel

**DUTIES AND RESPONSIBILITIES OF THE SUBJECT HEADS**

1. Conduct monthly meeting on the last working day of the month.

2. Maintain co-ordination between teachers.

3. Lesson observation of each teacher with record.

4. Ensure the question papers are prepared correctly.

5. Motivate students and teachers to contribute their articles for the school magazine.

**MORNING SHIFT****NOONSHIFT****SCHOOL DISCIPLINE AND CLEANLINESS**

A.N. Desai, S. Narvekar, S. M. Desai, C. J. Pandya

Shashi Survey, Mukesh Shah, S. R. Desai, Preeti Kotak

Sanjeevkumar Singh, Arunkumar Dubey

Melvin Dabre, Jaylakshmi Sudhir, Matilda Fonseca

**HOUSE INCHARGE**

Agni - Aarti Patil

Agni - Parul Shah

Varun - Pinky Jani

Varun - Sweety Naik

Pruthvi - Maya Patel

Pruthvi - Rupal Desai

Trishul - Rajshri Patel

Trishul - Sushma Kamble

Teacher's incharge of the houses are responsible to guide and motivate the children in various co-curricular activities with true sportsman spirit.

**ALL ROUND ACTIVITY INCHARGE**

MRS. RATNA DHAWAN

MR. MELVIN DABRE

**INTERSCHOOL COMPETITIVE EXAM INCHARGE**

Mr. Jitendra Tiwari

Mr. Lalit Patil

**SPORTS INCHARGE**

S. V. Pisal

**R.S. P. INCHARGE**

Pramod Arote & E. Ram

**SCOUTS & GUIDES**

Ketan Patel, Paresh Raval, Manisha Dhonde, Rupal Desai

**BAND INCHARGE**

Pradhan Sir & A. N. Patel

**CULTURAL ACTIVITY INCHARGE**

Arvind Jadhav, Satyam Gamre & Anjana Goswami

**NOTICE BOARD UPKEEP AND UPDATE**

Maya Patel , Aarti Patil, S. M. Desai, Bhavana Patel, Dipti Rathod, Pramod Arote, R. K. Vishwakarma, Ketan Patel, Essaki Ram, Ruby Ghosh

P. N. Solanki, Nayana Joshi, G. R. Modi, Swati Panshikar, Archana Shah, Forum, Kamlesh Singh, Shahja Khan, Archana Patil, Komal Sharma

**SCIENCE QUIZ, COMPETITIVE & SCHOLARSHIP EXAMINATION COMMITTEE**

K.C. Patel, M. K. Patel, Rajshri Patel, Sanjeev Singh, Pinky Jani, Jasjit Kaur, Arunkumar Dube. Jitendra Tiwari

Lalit Patil, Nivedita Shukla, Pournima, Archana Shah, Jagruti Rathod, Mukesh Shah, Bhavana Raval

**NATURE CLUB / HARIT SENA / ECO CLUB**

C.H. Desai, Rekha Doshi, Manisha Dhonde, Pinky Jani, Jitendra Tiwari, Jasjitkaur, Pramod Arote, Sanjeev Singh

Lalit Patil, Jaylaxmi Sudhir, Nivedita Shukla, Archana Shah, Rupal Desai, Mukesh Shah, Pramod Pandey

**SCHOOL AND INTERSCHOOL COMPETITIONS**

Chetna Pandya, Mona Naik, Reshma Raut, R. P. Dhawan, Dipti Rathod, Renu Rai, E. Ram, Ruby Ghosh, Priya Penkar,

Pramod Pandey, Uma Joshi, Melvin Dabre, Preeti Kotak, Gira Desai, M. H. Joshi, Shashi Surve, Yojana Vartak, Namrata Shetye

**ACTIVITY REPORT INCHARGE**

Sarah Krishnakumar, Bhavana Patel, Madhvi Joshi

Jayalakshmi Sudhir, Sangita Desai

Note : All the above committees shall conduct weekly meetings, prepare reports and submit softcopy of the report along with the photograph of the participants and program to the Activity Report Incharge immediately after the completion of the activity

**CURRICULAR AND CO-CURRICULAR ACTIVITIES**

Dates are liable to change under unexpected circumstances

Date	Occasion & activity	Morning Shift Incharge	Noonshift Incharge	Preparations
<b>JUNE</b>				
6/15/2015	School Re-opens	S. A. Kolte, S. S. Narvekar, S.M. Desai, E.Ram, Sanjiv Singh, Class Teachers	A. N. Patel, S. D. S., Kamlesh Singh, Class Teachers	Accommodate the new admissions and allot classrooms
6/18/2015	Selection of Prefects	P. T. Teachers	P. T. Teachers	Submit the list to the Vice Principal
6/19/2015	Adoption of S.S.C. students	Class Teachers of X Std.	Class Teachers of X Std.	Inform the concerned teachers
	Prefects Meeting	P. T. Teachers	P. T. Teachers	Give instructions
6/25/2015	Activity Extempore Speech	Dipti Rathod, R.K.V., Mona Naik, E. Ram, Ruby Ghosh, Madhvi Joshi	Jaylaxmi, Matilda, Mrs. Nair, Preeti Kotak	Select students organize and distribute certificate
6/26/2015	Selection of Monitors	Class Teachers	Class Teachers	Submission of the list to the P. T. Teachers
6/29/2015	Election of Class wise P.T. A. Representatives	Class Teachers	Class Teachers	Send Invitation to all elected members for the executive committee.
6/30/2015	P.T.A. Executive Election	Principal - Vice-Principal	Principal - Vice-Principal	Discuss about the new exam pattern ICT, Uniform, I. Card
	Selection of House Captains	P. T. Teachers, House Incharge Teachers	P. T. Teachers, House Incharge Teachers	Submit the name and photos in soft copy to the Vice- Principal
<b>JULY</b>				
7/2/2015	Std X Parents Meeting	A. H. M. and Supervisors	---	Arrange lecture session for the parents
7/3/2015	Selection of standard wise House Captain	P. T. Teachers and Incharge Teachers	P. T. Teachers and Incharge Teachers	Send Report to A.H.M.
7/7/2015	Counseling session for STd X students	Class Teachers	----	Subject teachers to give information about examinations and time management
7/9/2015	Talent Hunt (solo and group song)	R. P. Dhavan, Chetna Pandya, Dipti Rathod, E. Ram, Sarah Krishnakumar, Renu Rai	Archana Ponda, Melvin, Sushma, Parul, Denis	Announce in advance
7/13/2015	World population Day: handwriting & poster competition	S.M.Desai, K.C. Patel, S.S. Narvekar, E. Ram, Sarah Krishna Kumar, Ruby Ghosh, All Class Teachers	Art Teachers and Class Teachers	Display Posters & Selected handwrittings in the notice boards
7/15/2015	Mehndi & drawing competition	R. Y. Doshi, S.M Desai, Aarti Patil, Jasjit kaur.	S.D.Surve, Namrata, Swati, Shaja khan.	Select students organize and distribute certificates
23-07-2015 and 24-07-2015	Std. IX and X Field Trip	Class Teachers, E. Ram, R. Y. Doshi,, Renu Rai, Ruby Ghosh	----	Inform in advance and organise
7/30/2015	Talent Hunt(Dance)	R. P. Dhavan, Chetna Pandya, Dipti Rathod, E. Ram, Sarah Krishnakumar, Renu Rai	Archana Ponda, Melvin, Sushma, Parul, Pramod	Announce in advance, select students organize and distribute certificates

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<b>AUGUST</b>				
8/6/2015	Kranti Din	Bhavna Doshi, Ruby Ghosh	Pramod Pandey, Paresh Raval	Arrange as usual
8/15/2015	Independence Day	P.T. Teachers	P.T. Teachers	Practise March Past with Bend
8/28/2015	Seminar for S.S.C.Students Parents	R. K. Vishwakarma, C. H. Desai , Sanjiv , Sarah, Renu Rai, Miss. Kedari	----	Inform in advance and organise
<b>SEPTEMBER</b>				
9/7/2015	Debate and Elocution	Dipti Rathod, R. S. Raut, Ruby Ghosh, Sarah Krishnakumar	Matilda Fonseca, Denis Carval, Preeti Kotak, Heena Chauhan	Selection of the Students, Judgment
9/11/2015	Literacy Day celebration	Maya Patel, B. R. Patel, Priya Penkar, E.Ram, Sarah	Melvin, Denis, Archana Patil, Gira Desai, Rupal Desai	Display Posters & and conduct Rangoli Competition,highlight importance of literacy
9/14/2015	Hindi Divas celebration	R.K.Vishwakarma, Chetna Pandya, R.P.Dhavan, Deepti R,Kedari, Priya Penkar, Aarti Patil	Melvin Dabre, Yojana Vartak, Barfiwala, Ketki, Foram Dulara	Prepare for the programme in advance
9/30/2015	Register Work	Class teachers	Class teachers	Submit the duely completed register to the supervisors and plan syllabus for the next month by subject heads.
<b>OCTOBER</b>				
10/5/2015	Elocution on Gandhiji,Gandhiji' s life	Dipti Rathod, R.P.Dhavan,Bhavana Doshi, Sarah, Arun Dube, Renu Rai	Jaylaxmi, Pramod Pandey, Matilda Fonseca	Prepare for the programme in advance
10/27/2015	Science Quiz	J.Tiwari, Pinky Jani,Jasjit Kaur, Arun Dube,Sanjeev Singh	Lalit,Nivedita, Mukesh	Prepare for the programme in advance
10/28/2015	Science Quiz (Gujarati Medium)	Ketan Patel, C.H. Desai, Mona Naik	Jagruti Rathod,Gita Modi , Paresh Raval	Prepare for the programme in advance
<b>NOVEMBER</b>				
11/2/2015	Computer Quiz	Bhavisha Vasat, Bhavita Parekh	Himani Parmar, Bhavisha Vasat	Prepare for the programme in advance
9/11/2015 Monday to 26/11/2015 Thursday	Diwali Vacation	Diwali Vacation	Diwali Vacation	Diwali Vacation
27/11/2015 Friday	School Reopens	Rashmiben Pandya	M.D John	Staff Meeting
<b>DECEMBER</b>				
12/3/2015	World Aids Day Celebration	R.Y.Doshi,S.M. Desai,Pinky Jani,Jasjit Kaur	Komal,Swati, Namrata, Mrs. Nair	Poster Competition
21-12-2015 to 23-12-2015	Annual Sprorts, Sports Day	PT Teachers and House Incharges.	PT Teachers and House Incharges.	Final on 17th of December.
25-12-2015 Friday to 1-1-2016 Friday	<b>Chirstmas Vacation.</b>			Arrange Vacation Trip

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<b>JANUARY</b>				
1/4/2016	Savitribai Phule's Birth Anniversary Celebration	Priya Penkar, R. P. Dhavan	Archana Shah, Jaylaxmi, Preeti Kotak.	Arrange Various Activities
21-1-2016 Onwards	SSC Lecture Series	R.P.Dhavan, E.Ram,Sarah,Jasjit, Sanjeev, Dipti Rathod	...	Invite and Arrange resource persons for all subjects.
<b>FEBRUARY</b>				
2/4/2016	Techno Fair	J. K. Bavishi, R. V. Bhatt, Bhavesh Jogi	...	Arrange Involving the technical students and teachers.
2/6/2016	SSC Students Send off	Class Teachers of std. X	...	...
2/29/2016	Register work meeting with subject heads.	Class Teachers	Class Teachers	Subject Heads to arrange Meeting.
2/29/2016	Adopted Student's Report	X Class teachers to collect feedback from the teachers	...	Discuss with the principal and Vice principals.
<b>APRIL</b>				
4/13/2016	Physical fitness Camp	P T Teachers	P T Teachers	...
4/28/2016	Annual Result	Class Teachers	Class Teachers	Class Teachers to distribute Report Card.
4/29/2016	Submission of Reports	Class teachers, Supervisors	Class teachers, Supervisors	Submission of class registers and other records.
<b>MAY</b>				
1/5/2016 (Sunday)	Maharashtra Day Celebration	All Teachers	All Teachers	Prepare and Organise .

## SARDAR VALLABHBHAI PATEL V- VIDYALAYA, KANDIVALI

### LIST OF HOLIDAYS FOR THE YEAR 2015-16

SR-NO	NAME OF HOLIDAYS	NO OF DAYS	DAY	DATE
1	RAMZAN IDD	0	Saturday	7/18/2015
2	ASHADHI EKADASHI	1	Monday	7/27/2015
3	PARSI NEW YEAR	1	Tuesday	8/18/2015
4	RAKSHA BANDHAN	0	Saturday	8/29/2015
5	NANDOTSAV- GOPAL KALA	0	Saturday	9/5/2015
6	GANESH CHATURTHI	3	Thursday	9/17/2015
			To	To
			Monday	9/21/2015
7	BAKRI - IDD	1	Thursday	9/24/2015
8	ANANT CHATURDASHI	0	Sunday	9/27/2015
9	GANDHI JAYANTI	1	Friday	10/2/2015
10	DASSERA	1	Thursday	10/22/2015
11	MUHARAM	0	Saturday	10/24/2015
12	DIWALI VACATION	14	Monday	11/9/2015
			To	
			Thursday	11/26/2015
14	EID-E-MILAD	1	Thursday	12/24/2015
15	CHRISTMAS HOLIDAYS	6	Friday	12/25/2015
			TO	TO
			Friday	1/1/2016
16	MAKARSANKRANTI	1	Thursday	1/14/2016
17	SHIVAJI JAYANTI	1	Friday	2/19/2016
18	MAHASHIVRATRI	1	Monday	3/7/2016
19	DHULETI	1	Thursday	3/24/2016
20	GOOD FRIDAY	1	Friday	3/25/2016
21	GUDI PADWA	1	Friday	4/8/2016
22	DR. BABASAHEB AMBEDKAR JAYANTI	1	Thursday	4/14/2016
23	RAM NAVMI	1	Friday	4/15/2016
24	MAHAVIR JAYANTI	1	Tuesday	4/19/2016
25	SUMMER VACATION	37	Monday	5/2/2016
			TO	TO
			Saturday	6/11/2016
		75		
<b>NON INSTRUCTIONAL DAYS :</b>				
1	Independence Day - Thursday - 15.8.2015			
2	Republic Day - Tuesday - 26.1.2016			
3	Maharashtra Day - Sunday 01.05.2016			
FIRST TERM : 15.06.2015 TO 07.11.2015				
SECOND TERM: 27.11.2015 TO 01.05.2016				
<b>ANY TWO HOLIDAYS WILL BE DECLARED LATER ON</b>				
1	Sports Day			
2	Annual Day			
<b>SCHOOL REOPENS ON 13.06.2016 - MONDAY</b>				

## Examination Schedule

Exam	Std	
I Unit test	IX & X	04-08-2015 TO 12-08-2015
I Formative Test	V - VIII	
Open House	V TO VIII	8/21/2015
	IX & X	8/25/2015
I Semester	V - X	05-10-2015 to 21-10-2015
Open House	V - X	11/4/2015
Premilinary Exam	X	05-1-2016 to 20-01-2016
II Unit test	IX	
II Formative Test	V - VIII	
Open House	V - X	02-02-2016
II Semester	V - IX	17-03-2016 to 6-04-2016
Open House	V TO IX	15th April 2016
Result	V TO IX	28th April 2016

**Std. Xth Regular School:7th April to 27th April 2016**