

KENDRIYA VIDYALAYA GHUMARWIN

GURUGRAM REGION

CALENDER OF THE ACTIVITIES FOR THE ACADEMIC YEAR 2019-20

Four Steps To Achievement - Prepare prayerfully. Proceed positively. Pursue persistently

APRIL-2019	
SR.NO.	ACTIVITY
1.	Welcome and beginning of new academic session
2.	Analysis and review of Home Examination results
3.	Conduct of annual day
4.	Vidyalaya plan to be submitted to RO
5.	Online admission as per schedule
6.	Notification for committees & institutional planning
7.	Reporting of APARs of staff(for the previous session)
8.	Parent-Teacher's meet
9.	Reverification of UBI Data and collection of fees for 1 st quarter
10.	Issuing Student-Diaries and Form-16
11.	Conduct of VMC meeting, Preparation of Annual Accounts of School Fund & VVN
12.	Conduct of Regional Sports Meet
13.	Operationalize House System & Introduction of Calendar Of Activities (a)Academic (b)CCA (c)Sports Activities
14.	Registration/Re-Registration of Bharat Scouts & Guides unit
15.	Submission of all due Quarterly Reports (before 7 th) <ul style="list-style-type: none">• School fund ,VVN & contribution to Regional VVN Fund• Contribution to Regional Sports Control Board , BS & Fund• Rajbhasha Hindi• Enrolment Position & Progress Reports CMP• Progress Report ICT & IT Returns

9th MAY 2019 to 18TH JUNE 2019 (SUMMER VACATION)
Unless commitment is made, there are only promises and hopes.

MAY ,JUNE -2019	
SR.NO.	ACTIVITY
1.	Assignments to Students for Vacation (Summer Closing Vidyalayas)
2.	Planning For Maintenance & Repair work of Building & Furniture
3.	Deputing Teachers for In-Service Courses
4.	Registration for admission to class XI after declaration of Board Result
5.	Result analysis of board classes and submission to RO
6.	Adventure activities during Summer Vacation
7.	Summer vacation starts (Summer Closing Vidyalayas)

8.	Summer break For Winter Closing Vidyalayas
9.	Repair / Maintenance work to continue
10.	Resuming the normal Work after vacation (Summer Closing Vidyalayas)
11.	Safety Certificate of the Building
12.	Submit proposals for MACP/confirmation etc.
13.	Summer vacation ends (Summer Closing Vidyalayas)
14.	Re-Verification of UBI Data
15.	Periodic Test 1 For Winter Stations

Without hard work and discipline, it is difficult to be a top professional.

JULY-2019

SR.NO.	ACTIVITY
1.	Collection of fee for second quarter through UBI
2.	Nomination for Teacher's award
3.	Environment/plantation/book week
4.	Social science and science Exhibition at school level
5.	Publication of Vidyalaya Patrika (before 31 st July for previous academic session)
6.	Complete/update service record of staff-Include detail of Training undergone, if any
7.	Prepare budget of School Fund & V.V.N and Parents' week
8.	Constitution of School Council and PTA
9.	Presentation of quarterly report(before 7 th) of school fund & VVN, Regional sports control Board / Bharat Scouts & Guides fund, Rajbhasha Hindi, Student's Enrolment
10.	National Sports meet

Do not wish it were easier. Wish you were better.

AUGUST-2019

SR.NO.	ACTIVITY
1.	Completion of service books of staff
2.	Parents-Teachers' meeting
3.	Celebration of Independence Day
4.	Celebration of Sanskrit Week
5.	Social science exhibition at Regional level
6.	Science exhibition at Regional level
7.	Youth Parliament at RO level
8.	Awarding Projects/assignment for the term
9.	Investiture Ceremony for class monitors ,house and school captains/student council
10.	Online CBSE registration (submission of fee for board classes)

11.	Health Checkup
12.	Annual Subscription of Bharat Scouts & Guides as per enrolment on 01/08/2019
13.	Conduct of VMC meeting
14.	Parents-Teacher Meeting
15.	Academics Loss Compensation programme (ALCP) as per requirement
16.	Periodic test 1 for summer schools and Half Yearly for winter stations

Do not watch the clock. Do what it does. Keep going.

SEPTEMBER - 2019	
SR.NO.	ACTIVITY
1.	Celebration of teacher's day
2.	Celebration of Hindi Diwas and Pakhwada
3.	Celebration of Swachhta Pakhwada
4.	KVS junior Math Olympiad
5.	Staff Sanction proposal for next session by 10 th September
6.	Primary Mini Sports meet (Primary) and Annual Sports day

Go as far as you can see. When you reach there, you will be able to see further.

OCTOBER - 2019	
SR.NO.	ACTIVITY
1.	Gandhi Jayanti celebration/Grandparent's day
2.	Collection of fee for third quarter through UBI
3.	Monitoring of progress of courses(X)
4.	Special coaching classes for X
5.	Half yearly for summer stations and pre board for winter station
6.	Vigilance Awareness Week (ends 31 st)
7.	Submission of all dues quarterly reports (before 7 th)
	<ul style="list-style-type: none"> • Quarterly reports of school fund • Quarterly report of VVN • Contribution to Regional sports Control Board/Bharat scouts & Guides Fund

	<ul style="list-style-type: none"> • Contribution to regional VVN fund
	<ul style="list-style-type: none"> • Rajbhasha Hindi meeting
	<ul style="list-style-type: none"> • Progress report CMP
	<ul style="list-style-type: none"> • Autumn break (winter closing)

AUTUMN BREAK- 6th OCTOBER 2019 - 15th OCTOBER 2019

Do not limit your challenges. Challenge your limits.

NOVEMBER - 2019	
SR.NO.	ACTIVITY
1.	Children's day celebration
2.	National education day (11 th November)
3.	Bal Diwas- Cluster Level CMP activities for primary
4.	Monitoring of basic amenities
5.	Long winter vacation starts (Winter closing Vidyalaya)
6.	Celebration of foundation day of BS&G on 7 th Nov(Flag Day)
7.	Parent teacher meeting
8.	Periodic test II for winter stations

Your positive action combined with positive thinking results in success.

DECEMBER - 2019	
SR.NO.	ACTIVITY
1.	First pre-board in first week for summer stations
2.	Strategy for focused revision and follow up of pre-board
3.	Parents teacher's meeting for class X
4.	Special classes for class X
5.	National energy Conservation day (14 th December)
6.	K.V.S Foundation day (15 th December)
7.	Regional incentive Award Ceremony
8.	Conduct of VMC Meeting
9.	Assignment to students for vacation (Winter closing Vidyalaya)/(summer closing Vidyalaya)
10.	Deputing teachers for second spell of In-Service Courses
11.	Fire safety and other basic amenities
12.	Winter vacation starts (Winter closing Vidyalaya)/ Winter break starts (Summer closing Vidyalaya)
13.	Re- verification of UBI data

WINTER BREAK- 23rd DECEMBER 2019 to 1st JANUARY 2020

Do not wait for opportunity. Create it.

JANUARY - 2020	
SR.NO.	ACTIVITY
1.	Second Pre –board for class XII, Periodic Assessment – 2 Classes III – X (after 16 Jan.)
2.	Parent – Teacher Meeting
3.	Republic Day Celebration
4.	Publishing Advertisement to hold interviews for contractual appointments
5.	Completion of services records /service books of Staff- Updation of details of Training Undergone , if any
6.	Property returns 'Gp'–A&B staff
7.	Submission of all quarterly reports Before 7th
	<ul style="list-style-type: none">• Quarterly report of VVN• Contribution to regional VVN fund• Rajbhasha Hindi• Enrolment position• Progress report CMP• Progress report ICT• Income Tax Returns
8.	Winter vacations ends (Winter Closing Vidyalaya)
9.	Periodic test II for Summer Station
10.	Selection of Vidyalaya Team/Player- Vidyalaya Level Sport

The harder you work for success, the greater you will feel when you achieve it.

FEBRUARY -2020	
SR.NO.	ACTIVITY
1.	Practical exam of class X
2.	Notification and registration for class 1 st
3.	And other classes
4.	Printing of Brochures
5.	Conduct of VMC meeting in first week
6.	Cubs and Bulbul utsav/ celebration of Thinking Day
7.	Revision work for session ending examination and Practice test for class X
8.	Notice for outsourcing services for next financial year
9.	Health check up
10.	Revision of lease deed/building status
11.	Winter vacation ends (Long Winter Vidyalaya)
12.	Vidyalaya level Sports will continue
13.	Online admission starts

Patience, Persistence and Perspiration make an unbeatable combination for success.

MARCH - 2020	
SR.NO.	ACTIVITY
1.	Board Exam and Session Ending Examination for all classes
2.	Printing of Student's diaries and Teacher's diaries for next session
3.	Planning for the next session
4.	Declaration of result
5.	Admission to class as per KVS schedule
6.	Farming of Time-Table for new session
7.	Notification of committees & clubs for new session
8.	Finalise the list of class teachers & co-class teachers
9.	Preparation of the calendar of C.C.A & sports activities
10.	Preparation of annual VVN budget
11.	Staff meeting
12.	Innovative/experimentation awards – report Submission
13.	Provide teacher's diary , time table , attendance registers , receipt books to teachers for next session on 31 st March
14.	Closing account for the financial year
15.	Distribution of APAR pro-Forma
16.	Preparation of panel for contractual appointment
17.	Annual Income Tax Return
18.	Planning summer adventure activities
19.	Submit GPF/CPF etc. Broad sheet and EWS accounts
20.	Physical verification of stock
21.	Monthly enrolment and ICT report
22.	Addition of new admissions in UBI(class1)
23.	Class One admission