

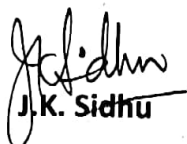
Duty list for notebooks collection on 26th July, 2021

Overall Incharges: Ms. Poonam Vig and Ms. Yatna

CLASS TEACHER	CLASS	Support Staff	TEACHERS ON DUTY, (9 am – 10 am)	GATE NO.	Room allotted for storing
Ms. Rajni Chuneja	III A	Tara chand	Ms. Sonia Bhardwaj	1	LKG A
Ms. Soviya Sharma	III B	Harminder	Ms. Rimpay Khaira		LKG B
Ms. Aarti Sharma	III C	Kuldeep Mishra	Ms. Soviya Sharma		LKG C
Ms. Kanchan Devi	III D	Surinder			LKG D
Ms. SilkyDhir	III E	Yudhveer	Ms. Bandhanpreet Kaur	2	LKG E
Ms. Sumit Kaur	III F	Bihari	Ms. Kanchan Devi		LKG F
Ms. Manpreet Kaur	III G	Suresh Chand	Ms. Neha Lohia		LKG G
Ms. Payal Bagai	III H	Mohan Singh			Pre KG A
Ms. Ramandeep kaur	IV A	Jatinder	Ms. Suman Arora	3	Pre KG B
Ms. Harman Preet Kaur	IV B	Karnail	Ms. Sumit Kaur		Pre KG C
Ms. Aayushisood	IV C	Paramjit	Ms. Sakshi Jain		Pre KG D
Ms. Chitwan Rai	IV D	Anil rana			Pre KG E
Ms. Kusum Sethi	IV E	Umed	Ms. Beena sharma	4	Pre KG F
Ms. Ragini Gupta	IV F	Gurmeet	Ms. Priya sharma		Pre KG G
Ms. Neha Chaddha	IV G	Thamman	Ms. Silky Dhir		UKG A
Ms. Navneet Malhi	IV H	Surinder(Library)			UKG B

NOTE:

- Teachers on gate duty should arrange tables for keeping the notebooks.
- Respective class teachers should collect the notebooks from the duty staff on the same day.
- Class teachers will further segregate the notebooks, subject wise, and will hand over the same to respective subject teachers.
- Class/subject teachers are free to use the rooms on the G.F. for checking as well as for making packets before returning the notebooks to Parents.


J.K. Sidhu

Principal cum ARO