

# SOP (Standard Operating Procedure ) (2025-2026)

Carnival of Learning

**Month – December**

S.NO	DATE	DAY	PROGRAM	VENUE	TIMING	ORGANISED BY	PARTICIPANTS	COORDINATOR	ACTIVITY/ COMPETITION
1	6-12-25	Saturday	Clay Modeling	Classrooms	House Period	Art Teacher	Learners (Primary Wing )	Primary Wing Incharge	Activity
2	6-12-25	Saturday	Clay Modeling	House Rooms	House Period	House on Duty	Learners(VI- IX,XI)	House Coordinators	Activity
3	9-12-24	Tuesday	Bagless day	Classrooms	School Timing	House on Duty	Learners VI - VIII	House Coordinators	Activity
4	11-12-25	Thursday	Kavi Subrmanyam Bharti Jayanti	Assembly Ground	Assembly Time	Hindi Dept.	Learners I -XII	Hindi Dept. Head	Activity
5	12-12-25	Friday	National Energy Conservation Day	Assembly Ground	Assembly Time	Science Dept.	Learner VI-IX and XI	Science Dept. Head	Activity
6	13-12-25	Saturday	Workshop- Virtual Lab Training	Seminar Hall	8:30 – 10:30	Training Dept.	Facilitators	Training Dept. Head	Workshop
7	15-12-25 To 22-12-25		Maths Week	Assembly Ground	Prayer Time	Ankita Ji , Maths Teacher	Learners (Primary Wing )	Primary Wing Incharge	Activity
8				Assembly Ground	Prayer Time	Maths Dept.	Learners VI-IX and XI	Maths Dept. Head	Activity

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Carnival of Learning

**Month – December**

S.NO	DATE	DAY	PROGRAM	VENUE	TIMING	ORGANISED BY	PARTICIPANTS	COORDINATOR	ACTIVITY/ COMPETITION
8	20-12-25	Saturday	Spell Bee Competition	Seminar Hall	House Period	Anjali Ji, Charu Ji	Learners (Primary Wing )	Primary Wing Incharge	Competition
9	20-12-25	Saturday	Poem Recitation Competition	House Room	House Period	House on Duty	Learners(VI-IX,XI)	House Coordinators	Competition
10	26-12-25	Friday	Bagless – Sahidi Diaws (Movie and Stage Presentation)	Seminar Hall	School Timings	Social Science Dept.	Learners	Social Science Dept. Head	Movie and Presentation
11	27-12-25	Saturday	Bagless- Picnic	Outdoor Visit	School Timing	Primary Dept.	Learners (Primary Wing )	Primary Wing Incharge	Activity
12	27-12-25	Saturday	Picnic	Outdoor Visit	School Time	Excursion Dept.	Learners(VI-XII)	Excursion Dept. Head	Excursion
13	31-12-25	Tuesday	Workshop – Learning tools for Language	Seminar Hall	8:30 – 10:30	Training Dept.	Facilitators	Training Dept. Head	Workshop

**Theme – Single Use plastic Free Premises**

**Theme ( IKS, Aadharbhoot Vishay)-United in Prayer, Guided by Vision**

**Katha Kathan Activity to be narrated initially in every Hindi period(III -XII)**

**Panchang to be recited in every Sanskrit Period (III -XII)**

**“ गावो विश्वस्य मातरः गौ सेवा परमोधर्मः”**

**Periodic Test -3 – 1-12-25 to 6-12-25**

**Pre Board- 8-12-25 to 22-12-25**

**Result Declaration ( Pre Board) – 30-12-25**

**Winter Vacation – 31-12-25 to 8-01-25**

# SOP (Standard Operating Procedure ) (2025-2026)

**Month – January**

The world of arts

S.NO	DATE	DAY	PROGRAM	VENUE	TIMING	ORGANISED BY	PARTICIPANTS	COORDINATOR	ACTIVITY/ COMPETITION
1	10-01-26	Saturday	Admit card Distribution & Hawan	Assembly Ground & Hall	Assembly Timing	Examination	Learners X-XII	Examination Dept. Head	Hawan
2	12-01-26	Monday	Swami Vivekanand (Yuva Diwas)Savitribai Phule Jayanti	Community	Assembly Time	Bal Bharti	Bal Bharti Team	Bal Bharti Head	Activity
3	13-01-26	Tuesday	Lohri & Makar Sankranti	Assembly Ground	Second Half	Function Department	Learners & School Staff	Function Dept. Head	Festival
4	17-01-26	Saturday	Dance and Song Competition	Seminar Hall	House Period	Rishabh Ji , Chavi Ji	Learners (Primary Wing )	Primary Wing Incharge	Competition
5	17-01-26	Saturday	Guru Govind Singh Jayanti Nibandh pratiyogita	Assembly Ground	Assembly Time	House On Duty	Learners(VI-IX,XI)	House Incharge	Activity

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**Month – January**

The world of arts

S.NO	DATE	DAY	PROGRAM	VENUE	TIMING	ORGANISED BY	PARTICIPANTS	COORDINATOR	ACTIVITY/ COMPETITION
6	20-01-26	Tuesday	Self Defense Workshop	Assembly Ground	Assembly Time	Bal Bharti	Learners(VI-IX ,XI)	Bal Bharti Head	Activity
7	23-01-26	Friday	Netaji Subhash Chandra Bose Jayanti Basant Panchami	Assembly Ground	Assembly Timing	House on Duty Function Dept.	Learners(VI-XII)	Function Head	Festival
8	24-01-26	Saturday	Republic Day Celebration	Assembly Ground	Assembly Time	Function Dept.	Learners(i-XII)	Function Dept. Head	National Festival
9	31-01-26	Saturday	Ravidas Jayanti Sehbhoj	Assembly Gound	Assembly Time	House on Duty	Learner(I-XII)	House on Duty	Festival

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**PT-4 Exams commenced from 27-01-26 to 3-02-26**

**Retest Preboard X and XII 15 January Onwards**

**Board Practical Exams XII & X Internal Assessment**

**From 15-01-25 to 14-02-26**

**NTSE Exam January Last Week**

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**(2025-26)**  
**Month – February**

“Around the states of India”

S.NO	DATE	DAY	PROGRAM	VENUE	TIMING	ORGANISED BY	PARTICIPANTS	COORDINATOR	ACTIVITY/ COMPETITION
1	7-02-26	Saturday	Bagless – State Celebration	Seminar Hall and Classroom	First Four Periods	Facilitator (Primary Class)	Learners (Primary Wing )	Primary Wing Incharge	Activity
2	7-02-26	Saturday	House Report Presentation House No. 1-3	Assembly Ground	Assembly Time	House on Duty	Learners(VI- IX,XI)	House Coordinators	Presentation
3	7-02-26	Saturday	Parivar Gosthi	Platform Area	School Time	Kanya Bharti	Family	Kanya Bharti Head	Activity
4	9-02-26	Monday	House Report Presentation House No. 4-6	Assembly Ground	Assembly Time	House on Duty	Learners(VI- IX,XI)	House Coordinators	Presentation
5	10-02-26	Tuesday	Deworming Day	Respective Class	Lunch Break	Medical Dept.	Learner All Classes	Medical Dept. Head	Activity
6	13-02-26	Friday	Dada-Dadi, Nana-Nani Day Celebration	Assembly Ground	Assembly Time	House on Duty	Learners(III- IX,XI)	House Incharge	Activity

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**Month – February**

“Around the states of India”

S.NO	1DATE	DAY	PROGRAM	VENUE	TIMING	ORGANISED BY	PARTICIPANTS	COORDINATOR	ACTIVITY/ COMPETITION
7	14-02-26	Saturday	Blind School Visit	Blind Ashram	School Timing	Moral & Spiritual Dept.	Learners(IX- XI)	Moral & Spiritual Head	Activity
8	17-02-26	Tuesday	Trip to Amrit Udyan	Outdoor Visit	School Time	Primary Wing	Learners (Primary Wing )	Primary Wing Incharge	Activity
9	21-02-26	Saturday	Matrihasha Diwas & Masik Hawan	Assembly Ground	Assembly Area	Hindi Dept. Moral & Spiritual Dept.	Learner(III-IX,XI)	Hindi, Moral & Spiritual Head	Activity
10	27-02-26	Friday	National Science Day	Assembly Ground	Assembly Area	Science Dept.	Learner(III-IX,XI)	Science Dept. Head	Activity
11	28-02-26	Saturday	Facilitators Workshop	Seminar Hall	School Time	Training Dept.	Facilitators	Training Dept. Head	Workshop

**Theme – Single Use plastic Free Premises**

**Theme ( IKS, Aadharbhoot Vishay)-United in Prayer, Guided by Vision**

**Katha Kathan Activity to be narrated initially in every Hindi period(III -XII)**

**Panchang to be recited in every Sanskrit Period (III -XII)**

**“ गावो विश्वस्य मातरः गौ सेवा परमो धर्मः ”**

**Practical Exams XI From 16-02-26 To 20-02-26**

**Final Term Exams From 27-02-26 To 18-03-26**

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**Month – March**

S.NO	DATE	DAY	PROGRAM	VENUE	TIMING	ORGANISED BY	PARTICIPANTS	COORDINATOR	ACTIVITY/ COMPETITION
1	27-02-26 To 18-03-26		<b>Annual Examination</b>						
2			<b>Poorv Chhatra Milan</b>						
3	28-03-26 To 31-03-26		<b>Preparation for New Session</b>						

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**“ गावो विश्वस्य मातरः गौ सेवा परमोधर्मः”**