

KENDRIYA VIDYALAYA DIVSYA GANGAPUR CITY, SAWAI MADHOPUR (RAJASTHAN)

VIDYALAYA PLAN 2014-15

SL. NO.	MONTH	ADADEMIC	ADMINISTRATION	CCA	SPORTS, SCOUTS & GUIDE
1.	April - 2014	School readiness program for class I Provide students and teacher's diary Conduct admission test for class IX Awarding project for Teri -I (FA-II)	Writing of APAR of staff Collection of fees Completion of stock verification Preparation of Annual accounts of school(SF&VVN) Conduct of VMC, issue of Form - 16 -planning for m & r and furniture -registration for admission in 11 th class -to depute teachers for in services courses	Annual Day Celebration Introduction of Calendar(CCA) Regular CCA Activities -collect material/articles for Vidyalaya Patrika -other CCA activities	Introduction of Sports Calendar Scouts and Guide Activity (As per Calendar) -Adventure activities
2.	May - 2014	-Assignment for summer vacation -result analysis for 10 th and 12th	-display list of selected candidates for class 11th -repairs work continue -safety certificate of building	-environment day celebration -other CCA activities	-registration for rajya puraskar & pre-Rajya Puraskar of scouts and guides -registration for tritiya sopan testing camp (S&G)
3.	June 2014	-completion of syllabus for FA-1/UT-1 -Revision for FA-1/UT-1	-Collection fee -preparation of annual budget -rajyasabha hindi quarterly report	Social science exhibition & science exhibiton at school level -vidyalaya patrika publication -constiution of student council	-registration for pravesh in scout and guide cub, bulbul -preparation of team for cluster, regional activities in sports
4.	July 2014	-Conduct fa1/ut1 -Conduct PTM -Result analysis of fa1&ut1	-Health Check up -Completion of service record/service book of staff	-Celebration of 15 th (Independence Day) -Investiture ceremony of the Monitor, house & school appointment -Celebration of Sanskrit week	-Cluster level games & sports -Regional level games & sports -Annual subscription of scout & guide
5.	August 2014	-UT second for class 11 th -Revision Work For SA-1 -CBSE Registration of Board Classes	-Conduct of VMC -Staff Sanction Proposal for next session -Quarterly Report of Raj Bhasha	-Celebration of Teacher's Day(5 th) -Celebration of Hindi Diwas/Hindi Pakhwara -Other CCA activities as per Calendar	-Sports activities (as per calendar)
6.	September 2014	-Conduct SA-1 -Revision for SA-1			

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7.	October 2014	-Result Analysis of SA-1 -PTM for all Classes	-Collection of FEE -Regular Activities conduct like checking of class work/HW note, Teacher's class observation, Diary, Office work etc	-Celebration of Gandhi jayanti(2 nd Oct) -Vigilance week (25-31 Oct.) -Grand parents day celebration	-Participation in regional sports Meet -Annual Sports day -Scout & guide regular activities(as per calendar)
8.	November 2014	-Half Yearly Exam -Conduct of 1 st pre board	-Conduct regular checking of HW/CW ,Class supervision monitoring of office record teacher's diary ,report of monthly activities.	-Celebration of National education day (11 th Nov) -Children's Day Celebration (14 th Nov) -Bal Diwas (activities for primary)	-Sports Activities (as per Calendar) -Scout & Guide Activities (as per calendar)
9.	December 2014	-Result Analysis of pre board -PTM -Revision for 2 nd pre board -Conduct FA -3 -Special classes for 10 th &12 th	-Quarterly Report of Raj Bhasha -All As above mentioned work Conduct in Dec.	-KVS Foundation Day (15 th Dec) Celebration -Other CCA activities as per calendar	-Sports activities (as per calendar) -Scout & Guide activities (as per calendar)
10.	January 2015	-Conduct Pre-Board -2 nd UT-3/FA 3 -PTM for Board Class Students	-Property Returns By A & B group Officer	-REPUBLIC DAY Celebration -26 th JAN -CCA Activities (as per calendar)	-Sports & Scout and Guide Activities(as per calendar)
11.	February 2015	-Practical Exam of class 10 th & 12 th - Completion & Revision of Syllabus	-Conduct VMC in 1 st week Notification & Registration for admission for class 1 st & Other classes	-Celebration of Basant Panchami (4 th Feb) -Other CCA activities (as per calendar)	-Cub & Bulbul Utsav
12.	March 2015	-Board Exam & Home Exam -Result Declaration -Framing Time Table for New Session	-Admission to class 1 st -Preparation of Annual Budget -Distribution of APAR proforma	-Preparation of CCA Calendar 2014-2015	-Preparation of Sports Calendar