

NOTICE NO.19/2023

SUB: Schedule for reporting after winter vacation in the academic session 2023-24.

The winter vacation for the academic session 2023-24 for students shall commence from 2st December 2023 to 28th January 2024. All the parents are informed that their wards shall be handed over to them on 1th December 2023. No request to handover the children prior to that shall be entertained.

The reporting dates shall be 29th & 30th January 2024 for all classes after winter vacation.

The parents of students of all classes must ensure that they meet the respective Housemaster/ Housemistress of their wards at least once either during exeat or reporting of the students to discuss about the academic and overall performance of their wards.

Concerned Heads & House Masters/House Mistresses are instructed to issue the Genl-6 Form in time for Railway Pass purpose to all the entitled parents in which class their ward(s) are studying during current session.

- All parents are requested to report up to **5.00 P.M.** on respective dates.
- All staff members to adhere to the above schedule meticulously.


(NARESH KUMAR) 5716
PRINCIPAL

Dated: 17.06.23

No. OG/PAC

Copy to the following for information of above staff working under their control:

1. Headmistress, Sr. Girls' School.
2. Headmaster, Junior School.
3. Headmaster Incharge, Sr. Boys' School.
4. SSO (Accounts), OGS/Jharipani.
5. All House Masters/House Mistresses.
6. All parents.