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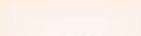
Sunbeam School

CALENDAR &

MONTHLY PLANNER

2024-25

January - 2024

Sun	Mon	Tue	Wed	Thur	Fri	Sat
	 1 	 2	 3	 4	 5	 6
7 Boarders to join back	8 School re-opens	9	10 Farewell Assembly XII	11	12	13
14	 15 	 16 Distribution of Feedback form and Optional language form	 17 Good luck Assembly - X	 18 ← President's Week →	 19	Gate, Entry, I-Card form distribution 20 Annual Exam date sheet dist. Fire drill for support staff
21	22	23 Staff appraisal, teacher analysis format distribution &	24	25 Staff appraisal, teacher analysis format collection	26	27
28 Walk-in-Interview	29 General Certificate Distribution Ardent Reader Certificate	30	31			

Check points

PTM, Date sheet to be distributed, Ardent reader award, Time table, Class/subject division, Book list, Syllabus completion report, Class meet/Faculty meet, General staff meeting, Mock practical exam Class XII, CBSE practical exam CI-XII, Additional prize list

For Your Notes

Working Days: 20

February - 2024

Sun **Mon** **Tue** **Wed** **Thur** **Fri** **Sat**

				1 Fee Chart distribution	2	3 Add. Exam Clearance Slip Distribution Class XII Farewell @ Lht
4	5 Sports Day	6 Sports Day Annual Sports Day (KGs to Class IX & XI) & Grandparents Day	7 Sports Day	8	9	10 FA Exam for III to VI & Time Management PPT for VI-IX
11	12 POCSO committee Meeting	13	14 ★★★ 	15 FA Exam Annual Additional Exam begins IMPETUS (KG-II)	16 FA Exam IMPETUS (I & II)	17 Fire Drill for Support Staff Issue of clearance slip IMPETUS (Nur-KG-I)
18	19	20 FA Exam for I & II	21	22 SMC Meeting	23 Convocation ceremony KG II	24 ★★★ 
25	26 A.E. SMC Meeting @Vm	27 A.E.	28 A.E. KG-II Farewell	29 A.E. Notice for Global Assignment		

Check points

Exam meeting, Question papers, Syllabus completion report, Unit test files, CBSE Admit card, Impetus (Nur-II)

For Your Notes

Working Days: 23

March - 2024

Sun	Mon	Tue	Wed	Thur	Fri	Sat
31 Boarders to join back classes III to XII					A.E. 1 Global Assignment notice	A.E. 2
3	Holi Assign. KG-II onwards A.E. 4	A.E. 5	A.E. 6 SMC Meeting	A.E. 7	★★★ 8 	9 Fire Drill for Support Staff @Anp POP Nur. to IX @Vm
10	POCSO for staff Sports camp will start Spring Camp Starts @Anp 11	POCSO for staff 12	13	14 Annual Exam Paper Showing to students	15 Report card dist. (Nur-II) Ann. Exam Paper Showing to Parents	16
17	18	19 POCSO and POSH meeting	20 Report card dist. (I-III onwards) Annual exam result and prize list on website Sports Camp Ends	21 Pro. Dev. Principal's induction with new staff	22 Pro. Dev.	23 Fire Drill for Support Staff Pro. Dev.
24	★★★ 25 	★★★ 26 HOLI 	27 Warming up session (Nur. to II)	28 Warming up session (Nur. to II)	★★★ 29 	30

Check points

POCSO meeting, thanks giving, Farewell (KG-II), Eduserve Training & Confluence Closing of current session and starting of new session activities.

For Your Notes

Working Days: 22

April- 2024

Sun	Mon	Tue	Wed	Thur	Fri	Sat
	1 New session begins for All classes	2 A.E. Q. paper discussion starts	3	4	5	6 Global assignment submission
7	8 Collection of health card and first page of Almanac	9	10	11 Etiquette Week 	12	13
14 Protsahan	15 Protsahan Full swing notice dist.	16	17 Gadget Prohibition/No Gadget Week 	18 Annual Prize distribution & LHT	19 Parivartan session for girls	20 Bloom session for (IV onwards) Fire Drill for Support Staff
21	22	23	24 POCSO meet @ Lht	25 Student Council investiture Ceremony	26 POCSO session for students	27 CPTD & Building Bridges
28	29	30 Monitors Investitures Ceremony Summer Enjoyment Sheet Dist.				

Check points:

Time table, class/subject division to be given to new session teachers.
 Monitor's Investiture & Student council investiture ceremony
 Protsahan
 PTM & Building Bridges

For Your Notes

Working Days: 24

May - 2024

Sun **Mon** **Tue** **Wed** **Thur** **Fri** **Sat**

			1	2	3	4
5	6	7	8	9	10	11 <small>POCSO Session for Teachers & Support Staff</small>
12	13 <small>Full Swing (summer camp - Nur. to V) starts</small>	14	15	16	17	18 <small>Fire Drill for Support Staff Last working day for VI-VIII</small>
19	20	21 <small>POCSO meet</small>	22	23 <small>*** </small>	24	25 <small>Last working day for teachers Last working day for IX-XII</small>
26	27 <small>***🏠 Summer vacation starts</small>	28 <small>***🏠</small>	29 <small>***🏠</small>	30 <small>***🏠</small>	31 <small>***🏠</small>	

Check points:

Full Swing & POCSO meeting

For Your Notes

Working Days: 21

June - 2024

Sun	Mon	Tue	Wed	Thur	Fri	Sat
30						1
2	★★★ 3	★★★ 4	★★★ 5	★★★ 6	★★★ 7	★★★ 8
9	★★★ 10	★★★ 11	★★★ 12	★★★ 13	★★★ 14	★★★ 15
16	☾ ★★★ 17	★★★ 18	★★★ 19	★★★ 20 <small>Fire Drill for Support Staff</small>	★★★ 21	★★★ 22 <small>Satsang for support staff</small>
23	<small>Satsang for teachers & office staff</small> 24	25 <small>School Re-opens</small>	26	27	28 <small>POCSO & POSH meet</small>	29

Check points:

POCSO & POSH meeting

For Your Notes

Working Days: 05

July - 2024

Sun	Mon	Tue	Wed	Thur	Fri	Sat
	1 Summer Enjoyment Sheet Submission	2	3	4	5	6 Summer Enjoyment Sheet discussion & display
7	8	9	10	11 Learning Expedition KG (Term-I)	12 Learning Expedition KG (Term-I)	13 Fire drill for students & support staff
← Sikh Gurus and Their Teachings →						
14	15 Etiquette Club, Class & Faculty meet	16	17 	18	19 Earthquake Drill for Students	20 Project Presentation Class-III
← Reading Mahotsava →						
21	22 	23	24 Project Presentation Class-VII RFP Exam (I-Term)	25 POCSO meet	26 Patriotic Elocution III-V	27 Sunfest
← Reading Mahotsava →						
28 Sunfest	29 	30 Project Presentation Class-IV, V	31			

Check points:

- Learning Expedition (KG)
- Summer Enjoyment sheet
- Reading Mahotsava
- Reading for Pleasure Exam
- Project presentation (III, IV, V & VII)

For Your Notes

Working Days: 26

August - 2024

Sun	Mon	Tue	Wed	Thur	Fri	Sat
				1	2	3
4	5 ★★★★	6	7	8	9	10
← Geeta Week →						
11	12 ★★★★	13	14	15	16 H.Y date sheet distribution	17 Bus/Feedback Form Distribution Ardent Reader Award Distribution, Terror drill for students
← Prime Minister's Week →						
18	19 ★★★★ 	20 Bus/Parents feedback Bonus marks form collection	21	22	23 Impetus for Class IX	24 Bus/Feedback Form collection Fire drill for support staff Impetus for Class IX
25	26 ★★★★ 	27	28 Terror Drill for Students	29 POCSO meet	30 CTPD	31
← Heritage Week →						

Check points:

Report card software to be ready, Ardent reader award, date sheet, question paper, Impetus (IX & XI)
Syllabus completion report, Class meet/Faculty meet/ Bus monitor's/ Class monitors meeting
PTM & SMC Meeting

For Your Notes

Working Days: 26

September - 2024

Sun	Mon	Tue	Wed	Thur	Fri	Sat
1	2	3 POCSO session for Staff	4	5	6	7
8	9	10	11	12 FA Exam	13 FA Exam	14 HY Additional Exam begins
15	16 	17 	18	19 POCSO & POSH meet	20	21 Fire Drill for Support Staff
22	23 H.Y. H.Y. Exam begins	24 H.Y.	25 H.Y.	26 H.Y.	27 H.Y.	28 H.Y.
29	30 H.Y.					







Check points:

Half Yearly examination meet, Report Card Distribution
POCSO Committee meeting

For Your Notes

Working Days: 23

October - 2024

Sun	Mon	Tue	Wed	Thur	Fri	Sat
		1 <small>H.Y.</small>	2 <small>★★★</small> 	3 <small>H.Y.</small>	4 <small>H.Y.</small>	5 <small>H.Y.</small>
6	7	8	9 <small>🏠★★★</small> 	10 <small>🏠★★★</small> 	11 <small>🏠★★★</small> 	12 <small>🏠★★★</small> 
13	14 <small>Second term begins</small>	15	16	17 <small>HY paper showing to student (class III onwards)</small>	18 <small>HY paper showing to parents (class III onwards)</small>	19 <small>Fire Drill for Support Staff</small>
<p style="text-align: center;">← Gandhigiri Week →</p> <p style="text-align: center;"><small>Result on website (I & II)</small></p>						
20	21 <small>FA classes begins</small>	22 <small>Result on website (III onwards)</small>	23 <small>RC distribution (Class III onwards)</small>	24	25 <small>POCSO meet</small>	26
<p style="text-align: center;">← Ramayan Week (Nur-II) and Celebrating failure week (III onwards) →</p>						
Dhanak @ Lht 27	28	29 <small>🏠★★★</small>	30 <small>🏠★★★</small>	31 <small>🏠★★★</small> 		

Check points:
 Answer sheet showing, Report Card Distribution
 POCSO Meeting,

For Your Notes

Working Days: 17

November - 2024

Sun	Mon	Tue	Wed	Thur	Fri	Sat
					🏠★★★★ 1	🏠★★★ 2
3 Alumni Meet	4	5	6 Learning Expedition (VI)	7 Learning Expedition (VII)	8 Learning Expedition (VIII)	9
← My City Week →						
10	11 Learning Expedition (I)	12 Learning Expedition (Nur. & KG-I)	13 Learning Expedition (KG-II) RFP Exam (II-Term)	14 Learning Expedition (II)	15 ★★★ 	16 Admission form sale begin for session 2025-26 Fire Drill for Support Staff
17	18	19 IMPETUS for III-IV PB-1 exam starts	20 IMPETUS for V-VI	21 POCSO Session with Teachers & Support Staff	22 Fire Drill for Support Staff	23
← Health Week →						
24	25	26 Learning Expedition (III)	27 Fire drill for students Learning Expedition (IV)	28 POCSO meet Learning Expedition (V)	29 Sunbeam Quiz Festival	30 Sunbeam Quiz Festival

Check points:

Impetus (III-VI), Form Sale to begin, Alumni Meet

Pre-board-I begins, Impetus (III-VI)

Learning Expedition (Nur. - V), Sunbeam Quiz Festival

For Your Notes

Working Days: 23

December - 2024

Sun	Mon	Tue	Wed	Thur	Fri	Sat	
1	2	3	4	5	6	7	
	← Environment & Jungle Week →						Vividha
8	9 Project Presentation Class-VI	10	11 Project Presentation Class-VIII	12	13	14 Earthquake Drill	
15	16 Winter HHW distribution	17	18	19	20	21 Fire Drill for Support Staff	
22	23 SMC Meet	24 POCSO & POSH meet	25 *** 	26	27 First POP	28	
29	30 Last working day (before winter vacation)	31 🏠***					

Check points:

Internal Parents Forum to begins
Class Project (VI & VIII)
Farewell Assembly
Stream selection for class-X

For Your Notes

Working Days: 24