

## CALENDAR OF ACTIVITIES : 2023-24

S. No.	Name of month	Name of Activity	Remarks
1.	April,2023	<ol style="list-style-type: none"> <li>1. Welcome and beginning of new academic session</li> <li>2. Analysis and review of Home Examination results</li> <li>3. Vidyalaya plan to be received from RO</li> <li>4. Online Admission as per schedule</li> <li>5. Notification for committees and institutional planning</li> <li>6. Reporting of APAR's of staff</li> <li>7. Collection of Fee for 1<sup>st</sup>Qtr</li> <li>8. Issuing Form 16</li> <li>9. Quarterly Reports               <ol style="list-style-type: none"> <li>(i) School Fund, VVN</li> <li>(ii) Regional Sports control Board</li> <li>(iii) BS &amp;G</li> <li>(iv) Rajbhasha Hindi</li> <li>(v) Enrolment position and progress report CMP</li> <li>(vi) Progress Report ICT and IT Returns</li> </ol> </li> </ol>	
2.	May, 2023	<ol style="list-style-type: none"> <li>1. Planning for maintenance and repair</li> <li>2. Deputing teachers for inservice courses</li> <li>3. Result analysis of board classes</li> <li>4. Adventure activities</li> <li>5. Summer vacation starts for summer closing holidays</li> <li>6. Summer break for winter closing holidays</li> </ol>	
3.	June,2023	<ol style="list-style-type: none"> <li>1. Reverification of UBI Data</li> <li>2. Periodic Test1 for winter stations</li> </ol>	
4.	July, 2023	<ol style="list-style-type: none"> <li>1. Collection of fee for second quarter , through UBI</li> <li>2. Nomination for Teacher's award</li> <li>3. Social Science and Science Exhibition at School level</li> <li>4. Publication of VidyalayaPatrika</li> <li>5. Complete records of staff</li> <li>6. Prepare budget</li> <li>7. Quarterly Reports               <ol style="list-style-type: none"> <li>(i) School Fund, VVN</li> <li>(ii) Regional Sports control Board</li> <li>(iii) BS &amp;G</li> <li>(iv) Rajbhasha Hindi</li> <li>(v) Enrolment position and progress report CMP</li> <li>(vi) Progress Report ICT and IT Returns</li> </ol> </li> </ol>	
5.	August ,2023	<ol style="list-style-type: none"> <li>1. Completion of Service books of staff</li> <li>2. Celebration of Independence day</li> <li>3. Celebration of Sanskrit week</li> <li>4. Social Science exhibition at RO Level</li> <li>5. Science exhibition at RO level</li> <li>6. Youth Parliament at RO level</li> <li>7. Online CBSE Registration</li> </ol>	

		<ul style="list-style-type: none"> <li>8. Academic Loss Compensation programme</li> <li>9. PT1 for Summer schools and Half yearly for winter school</li> </ul>	
6.	September, 2023	<ul style="list-style-type: none"> <li>1. Celebration of Teacher's day</li> <li>2. Celebration of Hindi Diwas and Hindi Pakhwada</li> <li>3. Staff Sanction proposal for the next session by 10<sup>th</sup> September</li> <li>4. Primary Mini Sports Meet</li> <li>5. Reverification of UBI Data</li> </ul>	
7.	October, 2023	<ul style="list-style-type: none"> <li>1. Gandhi Jayanti Celebration/ Grand Parent's day</li> <li>2. Collection of fee for third quarter through UBI</li> <li>3. Monitoring of progress of courses</li> <li>4. Special coaching classes for X and XII</li> <li>5. Half Yearly for summer vacations and Preboard for winter stations</li> <li>6. Vigilance Awareness week</li> <li>7. Submission of all dues quarterly</li> <li>8. Quarterly Reports <ul style="list-style-type: none"> <li>(i) School Fund, VVN</li> <li>(ii) Regional Sports control Board</li> <li>(iii) BS &amp;G</li> <li>(iv) Rajbhasha Hindi</li> <li>(v) Enrolment position and progress report CMP</li> <li>(vi) Progress Report ICT and IT Returns</li> </ul> </li> </ul>	
8.	November, 2023	<ul style="list-style-type: none"> <li>1. Children's day celebration</li> <li>2. National Education Day</li> <li>3. Bal Diwas</li> <li>4. Monitoring of basic amenities</li> <li>5. Long winter vacation starts for winter closing holidays</li> <li>6. Celebration of Foundation day of BS&amp;G</li> <li>7. Periodic Test II for winter station</li> </ul>	
9.	December, 2023	<ul style="list-style-type: none"> <li>1. First pre board in the first week</li> <li>2. Follow up of preboard</li> <li>3. National Energy conservation day, 14<sup>th</sup> September</li> <li>4. KVS Foundation Day 15<sup>th</sup> December</li> <li>5. Regional Incentive Award Ceremony</li> <li>6. Reverification of UBI Data</li> </ul>	
10.	January, 2024	<ul style="list-style-type: none"> <li>1. Second Preboard for class XII , PT II</li> <li>2. Republic Day Celebration</li> <li>3. Advertisement to hold interviews for contractual appointment</li> <li>4. Completion of service records</li> <li>5. Submission of all quarterly reports <ul style="list-style-type: none"> <li>(i) Quarterly report of VVN</li> <li>(ii) Contribution to Regional VVN Fund</li> <li>(iii) Rajbhasha Hindi</li> <li>(iv) Enrolment Position</li> <li>(v) Progress Report CMP</li> </ul> </li> </ul>	

		(vi) Progress Report ICT (vii) Income Tax Return 6. Periodical test 2 for summer station 7. Selection of vidyalaya team player	
11.	February, 2024	1. Practical exam of X and XII 2. Printing of Vouchers 3. Conduct interview for contractual teachers 4. Cubs and bulbul utsav, Celebration of Thinking Day 5. Notice for outsourcing services 6. Board Exam of Class X and XII	
12.	March, 2024	1. Board Exam and Session ending examination of all classes 2. Planning of new session 3. Declaration of result 4. Admission to class as per KVS Schedule 5. Reverification of UBI Data 6. Framing of Time table for the new session 7. Notification of committees and clubs for new session 8. Finalise the list of class teachers and co class teachers 9. Preparation of the calendar of cca and sports activities 10. Staff meeting 11. Innovation and experimentation award 12. Closing account for the financial year 13. Distribution of APAR 14. Preparation of Panel for contractual appointment 15. Annual income tax return 16. Planning summer adventure activities 17. Submit GPF/ CPF etc 18. Physical verification of stock 19. Monthly enrolment and ICT Report 20. Addition of new admission in UBI	