

Shivraj Sharma International School

Academic Calendar 2025-26

Session-2025-26

April:-

[1 to 20]

- Whatsapp group charge
- Attendance Register's front details.
- UDISE file (old) collection from previous class teacher.
- Fees Book Collection from reception. And detail filling
- Homework Register's front details.
House details, fees record format) (Basic information,
- Route Details should be pasted on wall

Periodic Test - 1 Syllabus Report

[21 to 30]

- P.T-1 Syllabus should done in all classes.
- Print out Collection of Mark list file Arrange it in file fill the details of the students

May:-

[01 to 05]

- Notebook checking should be done
- School stamping should be done
- Question Paper Submission to HOD and IT dept.

[6 to 9]

→ Revision of all syllabus

→ **10 May-Introductory PTM**

[12 to 27]

→ P.T-1 Exams

→ P.T-2 Syllabus explanation

→ Sheet checking

28 May (Wed) → Periodic Test-1 PTM

To

31 May (Sat) → Provide Holiday Work (Written)

→ Give Project Work (Practical)"

June:-[1 to 20]:-Summer Holidays

[21 to 30]

Summer Break Teachers Work.

→ UDISE (old+ New) detail should be completed in file and in Attendance register.

→ Prepare Annual Syllabus

→ Cover up Register

→ Campaigning for admission

→ Class IX to XII Studies

July:-

[1 to 25]

→ P.T-2 Syllabus should done

→ Photo clicking ID Card, details filling

[27 to 31]

→ Notebook checking should be done.

→ School stamping should be done

→ Question papers should be submitted to HOD or I.T Department

August:-

[1 to 14]

→ P.T.-2 Syllabus revision

→ 15 August Preparation

→ Half Yearly Syllabus explanation

15 AUGUST CELEBRATIONS

[17 to 26]

→ P.T-2 Exams

→ Half Yearly Syllabus explanation.

→ Sheet checking

[27 to 29]

→ Sheet checking

→ Mark list file's Marks filling

→ Half Yearly Syllabus

30 August -Periodic Test-2 PTM

September:-

[01 to 20]

→ Half Syllabus should be done

- Report cards should be collected from the HOD.
- Notebook checking should be done
- School stamping should be done

5th September → Teacher's day Celebrations.

[21 to 30]

- Revision of the Half Yearly Syllabus
- Question Paper Submission to HOD or IT Dept.
- P.T-3 Explanation.
- Taken Class Test in subjects respectively.

October:-

[01 & 02] Ram Navmi and Dussehra

[3 to 17]

HALF YEARLY EXAMINATIONS

DIWALI BREAK [18 to 25]

- HALF YEARLY copy checking
- Re-checking (Answer Sheets)
- Preparing CONSOLIDATION SHEET
- Re-checking (consolidation sheet)
- Preparing Report-Card
- Stamping Attendance Register till I term.
- Report card Stamping
- Board decoration
- Classes from IX to XII from [27 to 31]

01 November:- PTM for Half Yearly examination.

[03 to 15]

- Completion of P.T-3 Syllabus.
- Notebook Checking and Stamping should be done
- Revision for test and learning.

[17 to 29]

- Explanation for Annual Syllabus
- Completion of the syllabus Classes in all
- P.T-3 Revision Test for practice
- P.T-3 Question Paper Submission to HOD or Department till 29th of November

December:-[01 to 06]

- Annual Syllabus explanation.
- Written work completion
- Notebook Checking.

[08 to 19]

- P.T-3 examinations.
- Notebook checking and stamping should be done till 20th December

25th December -Christmas celebrations

- Christmas Activity
- Winter holiday Work distribution on P.T-3rd PTM
- P.T-3 Answer Sheet checking and Mark sheet Preparation.

27th December – P.T-3 PTM

JANUARY:-[1 to 10]-WINTER BREAK

[12 to 17]

→ Learning of Annual syllabus.

→ Regular Tests and Learning

[19 to 25]

→ Republic Day Celebrations practice

→ Sports Activities (Race, High Jump, Long-jump)

→ Annual Syllabus Revision.

26th January:-Republic Day Celebrations.

[27 to 31]

→ Revision and Learning Test.

→ Annual Exams Q/P Submission to HOD or IT Department.

FEBRUARY:-

Annual Exams.

[2 to 28]

→ Exams dates will be Schedule on the base of Board exam date

→ Teacher will check their copies during Preparatory leave.

→ The Checked copies will be allotted to teachers for Re-checking.

→ Preparation of CONSOLIDATION

CONSOLIDATION Completion.

Re-checking of Consolidation.

→ Preparation of Report Cards and Stamping should be done.

→ Board decoration

→ Toppers Selection and Certificate Preparation.