

# **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-3<sup>rd</sup> 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.