



The BGES School (ICSE)
12B Heysham Road
Kolkata 700020
ADMINISTRATIVE INSTRUCTIONS

ADMINISTRATIVE INSTRUCTIONS
Class 10 Farewell ICSE 2020

Event Schedule	Saturday 4th April 2020	1600 hrs-1730hrs
Teacher i/c	RM, MSA	
Participants	Classes 9A & 9B	
Student Co Ordinators:	2155 Khushi Vipul Maniar-9B Gandhi House 2156 Kajal Bhavesh Doshi-9A Patel House 1888 Aerika Sheth -9B Nehru House	
Audio Video Team	1890 Janvi Mehta -9B Gandhi House 2546 Jagannath Nayak – 9A Tagore House	
Venue	6th Floor College	
Practice Venue	Second floor hall/ Annex Building (1st floor)	
Practice Schedule	NIWD days(16-20 March 2020, 23-25 March 2020 9A (1100 hours to 1300 hours)	
Attendance	Classes 9A & 9B	
For misc. expenses	Rs 18,000/- drawn for the purpose of decoration, props etc.	
Refreshments	Outgoing batch of class 10 and the students of Class 9A & 9B.	

Brij Bhushan Singh


Headmaster

Issue Date: 13th March 2020