



## NOTICE : SCHOOL OFFICE HOURS DURING PUJA VACATION - 2023-24

*It may please be noted that members of the Office staff will be available as per the chart given below from 0900h to 1130h, during the Puja Vacation.*

DAY&DATE	STAFF AVAILABLE			NAME 1	NAME 2	NAME 3
Wednesday, 25 October, 2023			AC	Mr. Shanker Roy	Mr. Subrata Jana	
Thursday, 26 October, 2023			AD	Mr. Shanker Roy	Mr. Subrata Jana	
Friday, 27 October, 2023		DHM	NN	Mr. Shanker Roy	Mr. Subrata Jana	
Monday, 30 October, 2023		DHM		Mr. Bhola Lama	Mrs. Kali Lama	
Tuesday, 31 October, 2023			AD	Mr. Bhola Lama	Mrs. Kali Lama	
Wednesday, 1 November, 2023		DHM		Mr. Bhola Lama	Mr. Kajal Mondal	
Thursday, 2 November, 2023			NN	Mr. Soumen Samanta	Mr. Kajal Mondal	
Friday, 3 November, 2023		DHM	AC	Mr. Soumen Samanta	Mr. Kajal Mondal	
Monday, 6 November, 2023		DHM		Mr. Soumen Samanta	Mr. Abhijit Mondal	
Tuesday, 7 November, 2023			AD	Mr. Ram Roy	Mr. Abhijit Mondal	
Wednesday, 8 November, 2023		DHM		Mr. Ram Roy	Mr. Abhijit Mondal	
Thursday, 9 November, 2023			NN	Mr. Ram Roy	Mr. Raju Das	
Friday, 10 November, 2023		DHM	AC	Mrs. Shila Singh	Mrs. Jyoti Singh	
Monday, 13 November, 2023	PRINCIPAL	DHM	AD	Mrs. Shila Singh	Mrs. Jyoti Singh	
Tuesday, 14 November, 2023	PRINCIPAL		AC	Mrs Lata Singh	Mrs. Reena Mondal	Mr. Raju Das
Thursday, 16 November, 2023	PRINCIPAL		NN	Mrs Lata Singh	Mrs. Reena Mondal	Mr. Raju Das
Friday, 17 November, 2023	<b>ALL TO BE PRESENT</b>					

The availability of the above is to enable the school assist parents for urgent and emergency work. All routine work will be done on reopening of school on 20 Nov 2023

The School Management System SS13.1 and School Web site will be functional 24\*7 during the entire year.

Brij Bhushan Singh

Principal  
21-Sep-23