

27.05.2022

SBD INTERNATIONAL SCHOOL::BHADRAK
STAFF CIRCULAR
SUMMER VACATION – 2022

The following is the detailed schedule and dates with reference to summer vacation. All are requested to adhere to the dates mentioned hereunder.

For Teachers:

Teachers from	Start Date	End Date	Report Date & time	Venue
Nursery to Class 5	29.05.2022	16.06.2022	17.06.2022 / 7.30 am	Old Campus
Classes 6 to 8	29.05.2022	16.06.2022	17.06.2022 / 7.30 am	New Campus
Classes 9 & 10	05.06.2022	16.06.2022	17.06.2022 / 7.30 am	New Campus
Classes ** 11 & 12	05.06.2022	16.06.2022	17.06.2022 / 7.30 am	New Campus

**The teachers engaged for class 11 will take the classes from 02.06.2022 to 13.06.2022 as per the time table. The class 11 students and these teachers will avail the vacation from 14.06.2022 to 16.06.2022.

30.05.2022: On the occasion of 'Savitri Amavasya', this day is OFF for lady teachers those are doing this puja. The alternate arrangements will be made by the administration in their absence.

School Timings:

On 30.05.2022 : School timings are from 6.30 am to 9.40 am. Teachers can go along with the students. No evening classes on this day.

The culmination programme of Summer Camp(sports/games/music & dance) will be held on 31.05.2022 at 4.30 pm. All teachers and staff members are requested to join the programme. The venue is New Campus, Gelpur, SBDIS.

With effect from 31.05.2022 to 04.06.2022 : Classes 9 to 12 will be held in New Campus from 6.30 am to 11.20 am. There will be no evening classes during this week.

With effect from 06.06.2022 classes for standard 11 will be held in Old campus.

All are requested to make a note of the above schedule.

Wishing you all a happy vacation. Stay safe and healthy!!

With Regards!



Principal
SBDIS

ROSTER DUTY

For Admin Staff / Office Staff:

Office timings : 6.30 am to 12.30 pm.

Days of Board examinations : 07.06.2022 & 13.06.2022

30.05.2022 : Pragya (New Campus) , Saraswati (Old Campus)

31.05.2022 : Working day for all (as usual)

05.06.2022 & 12.06.2022 are Sundays

Name of the Staff member	Dates on duty	Vacation dates
T Varalakshmi (HM)	10 th June to 13 th June	5 th June to 9 th June
Jayashree Samal	9 th June to 13 th June	30.05.22 & 5 th June to 8 th June
Pragyan Dutta	5 th June to 8 th June	9 th June to 13 th June
Saraswati Panigrahi	6 th , 7 th June & 13 th June	8 th June to 12 th June
Ratikant Dash	5 th June to 9 th June	10 th June to 13 th June
Bhisma Panigrahi	10 th June to 13 th June	5 th June to 9 th June
Bikash Ranjan Sahu	6 th June to 13 th June	
Debasis Palai	5 th June to 9 th June	10 th June to 13 th June
Niranjana Sahoo	5 th June to 9 th June	10 th June to 13 th June
Prakash Rout	10 th June to 13 th June	5 th June to 9 th June
Pratap Ku. Nayak	5 th June to 9 th June	10 th June to 13 th June
Ranjan Mahalik	5 th June to 10 th June	11 th June to 13 th June
Manisha Mohanty	5 th June to 10 th June	11 th June to 13 th June
14.06.22 (Tue)	RAJA HOLIDAYS	
15.06.22(Wed)		
16.06.22(Thu)		
17.06.22(Fri)	Reopening to all. (Teachers / Admin / Office) Students from Nursery to 5 will come from 20.06.22 – Old Campus. Timings : 7.30 am – 1.30 pm. Teachers by 7.00 am. Students from 6 to 12 will come from 20.06.22 – New Campus. Timings: 8.10 am - 4.00 pm. Teachers by 8.00 am.	

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Principal
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