

ST. JOSEPH'S MAT HR. SEC. SCHOOL POONAMALLEE

CONSOLIDATED REPORT FOR THE MONTH OF DECEMBER 2017

MEETING / SEMINARS:-

- We had regular working committee meeting every day in the evening and there we discussed about the day and next day's activities.
- Principal conducted a meeting for the KG teachers at 3.30 pm on 07.12.2017.

ACADEMIC:-

- All the regular activities are carried out as per the schedule.
- Pre-half yearly answer papers of Std X – XII were sent to the parents for signing on 04.12.2017.
- Teachers to be instructed that after seeing the name in the fee paid list, the hall ticket should be issued to the students.
- II Mid Term answer papers to be collected back from the students.
- All information's regarding II Terminal Examination to be placed on the notice board and teachers should be alert and aware of the same.
- Teachers were instructed to enter the II Mid Term Test marks in the report card.
- II Terminal examination for Allied subjects commenced on 27.11.2017.
- Students to be motivated to have a good reading practice and encouraged to read story books, cut outs from magazines and newspaper. Teachers should exchange their classes and evaluate the students for better results.
- II Terminal examination for main subjects started on 12.12.2017.
- Admin staffs were asked to conduct In-service programme for the teachers in the III Term also.
- Teachers were asked to instruct students to prepare few working models to have an exposure about how it works. Std. wise Topics and Models to be allotted by the teachers.
- Admin staff should instruct the teachers to show interest in preparing the worksheets.

GENERAL:-

- Preparation for Suppose Christmas Programme (05.12.2017) was carried out.
- Fee defaulters were instructed that only after paying the II term fee they can go to the exam hall.
- II Terminal examination for Allied subjects continues.
- Std I – DPT Vaccine & Std V & X – TT vaccine was given to the students by the Public Health Department on 07.12.2017.
- Admission banner work was carried out.
- Admission banner for the academic year 2018 – 2019 for class Pre-KG to Std IX was prepared and put up.
- Circular to be given to the students of class Pre-KG – UKG regarding half working day on 14.12.2017(Thurs).
- Circular was given to the Primary students regarding Special classes during the examination days.
- Circular was given to the fee defaulters of primary students on 11.12.2017.
- Circular was given to the students of class Pre-KG – UKG regarding half a day schedule on 14.12.2017.
- Teachers were taken to DMI college for rehearsal on 13.12.2017.
- Circular to be given for the KG & Primary students regarding half working day on 22.12.2017(last exam).
- KG children were intimated to wear colour dress on 22.12.2017(Fri), few children were dressed like Angels, Mary (1), Joseph (1), Shepherds, Kings & Santa Claus. They went around wishing everybody in the campus.
- II Terminal holiday circular was given to the students of class Pre-KG – Std XII on 20.12.2017.
- II Terminal holiday circular was given to the students of Std VI – IX on 21.12.2017.
- II Terminal Examination ends for the students of class Pre-KG – Std V 22.12.2017.
- II Terminal Examination ends for the students of Std VI – XII 23.12.2017.

CELEBRATION:-

➤ Christmas day was celebrated on 05.12.2017 in a simple manner. Rev. Fr. John Kennedy (Asst. Superior General - MMI) was the chief guest for the day.



➤ On **15.12.2017** DFT Group of Institutions celebrated Founder's Day cum Christmas Day at Loyola Institute of Technology – Palanchur.



Sr. A. Sabeena
St. Joseph's
Poonamallee