



VIVEKANANDA MISSION HIGH SCHOOL

UTTAR MECHAGRAM; PANSKURA; PURBA MEDINIPUR
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C. B. S. E. AFFI. NO. :-2430070 SCHOOL CODE 15748



NOTICE

DATE: - 21/04/2022

All the respected teachers of our school are requested to go through the following points and do the needful positively:

- 1.You are requested not to provide the notes through Whats App. All the notes , study materials have to be provided during offline classes only.
- 2.In the last working day of each and every month, a department wise meeting will have to be arranged to discuss how to uplift the standard of the students, question paper design, syllabus completion, etc.
- 3.All the teachers (I to X) will have to write the various types of questions like MCQS, Short Answer questions, Long Answer questions in school copy will be provided on Monday after the completion of each and every lesson. It is the responsibility of the teachers to keep the copy ready writing questions from each lesson because anytime school can ask the teachers to submit the copy for the purpose question paper making.
- 4.During the subject committee meeting teachers are requested to select the types of questions they are going to give in the examination and accordingly they will prepare the questions from each and every lesson.
- 5.Your kind co-operation is highly solicited for the smooth functioning of our school.

Dr. H. ROY

PRINCIPAL