



RSV HIGHER SECONDARY SCHOOL

J.N.V Colony, Bikaner 0151-2220411

CBSE Affiliated Co-Educational

Notice: 15th August Celebration

Dear All Teachers,

This is to inform you that the 15th August Independence Day celebration in school will be held at 7:00 a.m.

All teachers are requested to reach school on time in the following dress code:

- Ladies: Tricolour saree or White saree with red border**
- Gents: Black Pajama Kurta**
- Girls: White Kurta**

The Flag Hoisting program will begin at 7:15 a.m.

Kindly be present on time.

Thank you

School Administration



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CIRCULAR

Subject: General Academic and Administrative Instructions for All Teachers

All teachers are hereby informed that, in order to ensure smooth functioning of the school and maintain high academic and administrative standards, the following instructions are to be followed with immediate effect:

- 1. Punctuality: All teachers must report to school on time and remain available for their assigned duties throughout the working hours.**
- 2. Morning Assembly: Teachers assigned assembly duties must ensure proper discipline, punctuality and meaningful participation of students.**
- 3. Lesson Planning: Teachers are required to prepare their lesson plans in advance and conduct classes according to the prescribed academic schedule.**
- 4. Classroom Teaching: Teaching should be interactive, activity-based and competency-oriented, with appropriate use of Teaching Learning Materials (TLM), ICT and experiential learning methods wherever applicable.**
- 5. Student Attendance: Attendance must be marked accurately and regularly. Any unusual absence or repeated absenteeism of a student should be brought to the notice of the concerned coordinator/class teacher.**