

CONDUCT OF ONLINE CLASSES- INSTRUCTIONS FOR CADETS

1. Due to the monumental global spread of COVID-19 the Indian Government has taken proactive steps to ensure the safety of the citizens. The present lockdown is a daring and necessary step to put a stop to the COVID - 19 spread in India. Every problem presents an opportunity! While it is not possible to conduct regular classes, it is time now to put technology to use and use ICT tools to learn.
2. The School will be organising off campus learning programmes to ensure that the cadets utilise their lockdown period fruitfully. The programme will use blended learning utilising various tools to assist the cadets learn on their own and monitor their progress to ensure positive outcome.

The cadets will follow these instruction to attend online classes:

1. The online classes will be conducted through the WhatsApp app. Kindly install the WhatsApp app if not already installed.
2. You will be automatically added to the relevant WhatsApp group by your teachers. There will be two WhatsApp groups - one for classes (created by the Head Class Teacher) and the other for submission of assignments (created by Class Teacher section wise). In case you wish to enrol with a number other than the school record, you may contact your Head Class Teachers as per the list given:

Class VII : Mr Istinderjit Singh (9872631672)

Class VIII : Mr GC Jena (9417114506)

Class IX : Mr RD Singh (9417877075)

3. The Time Table will be as follows:

Class VII

Day	0900 - 0940 hrs	0940 - 1020 hrs	Break	1100 - 1140 hrs	1140-1220 hrs
Monday	SSc	Science		Maths	Hindi
Tuesday	SSc	Science		Maths	Hindi
Wednesday	SSc	Science		Maths	English
Thursday	SSc	Science		Maths	English
Friday	SSc	Science		Maths	Punjabi
Saturday	SSc	Science		Maths	Punjabi

Class VIII

Day	0900 - 0940 hrs	0940 - 1020 hrs	Break	1100 - 1140 hrs	1140-1220 hrs
Monday	Science	Maths		SSc	English
Tuesday	Science	Maths		SSc	English
Wednesday	Science	Maths		SSc	Punjabi
Thursday	Science	Maths		SSc	Punjabi
Friday	Science	Maths		SSc	Hindi
Saturday	Science	Maths		SSc	Hindi

Class IX

Day	0900 - 0940 hrs	0940 - 1020 hrs	Break	1100 - 1140 hrs	1140-1220 hrs
Monday	Maths	SSc		Phy	Hindi
Tuesday	Maths	SSc		Phy	Hindi
Wednesday	Maths	SSc		Chem	Hindi
Thursday	Maths	SSc		Chem	English
Friday	Maths	SSc		Bio	English
Saturday	Maths	SSc		Bio	English

4. Doubts related to the subject will be cleared by the respective section wise subject teachers telephonically from 1220-1400 hrs and 1800 hrs to 1900 hrs.

5. The class will start at 0900 hrs sharp. All cadets must attend these classes. Attendance will be taken daily.

6. Instructions will be given by the Head Subject teacher to study a topic/ chapter. He/She will post links, files, photographs etc. for you to study and you must follow all the instructions diligently.

7. **Please do not post unnecessary messages or responses in these WhatsApp groups. You will only post a message in case the teacher asks you for a response.**

8. You will be given assignments daily. **These are to be solved by you every day and the photograph of the same will be submitted by you by 2000 hrs in the other group created by section wise class teachers.** This group will be meant for the submission of the assignments only. The assignments must be solved the same day as these will be used to award marks for internal assessment.

9. You can solve these assignments on any notebook available to you. You can also write on loose sheets available to you. You will leave space at the end of the assignment for writing correct answers after cross checking from the solution to these assignments which will be posted by the head subject teachers the next day. In case your answers are wrong. Alternately you can use Google Sheets or Word documents to type your responses. You must preserve these notebooks properly as you will submit these to your respective subject teachers once the school opens.

10. The section wise class teachers are as follows:

Class VII A	Mr KJS
Class VII B	Mr ND
Class VII C	Mr IJS
Class VIII A	Mr HPD
Class VIII B	Mr GCJ
Class VIII C	Mr APP
Class IX A	Mr RDS
Class IX B	Mr MGS
Class IX C	Mr RSR

11. The Head Subject teachers of various classes are as follows:

Class VII

English	: Mrs Narinder Kaur
Hindi	: Mr JKP Singh
Maths	: Mr MS Bajwa
Science	: Mrs Satinderjit Kaur
Social Sc	: Mr AP Pandey
Punjabi	: Mr Daljit Singh

Class VIII

English	: Mrs HK Bajwa
Hindi	: Mr JKP Singh
Maths	: Mr Shiv Kumar
Science	: Mr RS Rana
Social Sc	: Mr Kamaljit Singh
Punjabi	: Mr Daljit Singh

Class IX

English	: Mr Munish Sharma
Hindi	: Mr HP Shukla
Maths	: Mr Kuldeep Kumar
Phy	: Mr Yadwinder Singh
Chem	: Mr Raj Kumar
Biology	: Mr Rajpal Singh
Geo/Eco	: Mr RD Singh
Hist/ Civ	: Mr Kamaljit Singh

12. The section wise subject teachers are as follows:

Class	English	Hindi	Maths	Science	S Sc	Punjabi
VII A	MNS	JKP	KK	RSR	KJS	DS
VII B	MGS	JKP	MSB	SJK	APP	DS
VII C	NK	HPS	IJS	HPS	APP	DS
VIII A	NK	HPS	SK	MLC/RSR	KJS	DS
VIII B	HKB	JKP	MSB	RSR	RDS	DS
VIII C	MGS	HPS	JSB	RK	APP	DS
IX A	HKB	HPS	KK	YS/SJK/RPS	RDS/APP	--
IX B	MGS	JKP	BKJ	RSR/SJK/RPS	RDS/KJS	--
IX C	MNS	HPS	SK	RSR/RK/RPS	RDS/KJS	--

13. Please follow all the instructions passed by the Government of India regarding lock down. Stay inside and stay safe.