



The BGES School (ICSE)
12B Heysham Road
Kolkata 700020

ANNUAL SPORTS MEET 2017-18

EVENT DOSSIER

Name of the Event	Annual Sports Day 2017-2018
Date	2nd & 3rd January 2018
Time	9:30AM – 4.00PM
Venue	Gitanjali Stadium
The Chief Guest	Shri Keshari Nath Tripathi, Hon'ble Governor of West Bengal
Teacher i/c	SR & SSD
Announcement	SSG , MK & BG

Events Divided Into 3 Stages:-

- 1. Opening Ceremony**
- 2. Main Events**
- 3. Closing Ceremony**

Participants from classes: All Students as per events

Composition of House Teams: Each house must have a minimum of two participants per individual event and team for the team events as required.

Last date for Registration of House Teams with Teacher i/c:

1. The respective House master/mistresses are requested to submit the names of the students who would be practicing latest by 21st December 2017 to Ms. Soma Routh & Mrs Sunita Saha Dutta .
2. The final list of participants will be submitted as per the format attached to SSD & SR by 21st Dec, 2017. A general list of 6 reserves per house can be given who will be allowed to be substituted till the start of the event.

The Annual Sports Day will feature events which include Athletic Events as well as Team Events for students of Classes 5 to 10 detailed description of which are as under:-

- 1. ATHLETIC EVENTS:** Athletic Events will be primarily organized under two heads namely Track events and Field events.
 - i. Track Events:** Track events will have **Sprints** as well as **Relay race**:
 - 1. Sprints:** 50 metres, 100 metres, 200 metres and 400 metres sprints will be organized under two major categories **SENIOR** and **JUNIOR**.
 - 2. Relay Race:** This will primarily take place under the categories of 4x100 .
 - ii. FIELD EVENTS:** following are the schedule of the suggested field events:
 - 1. SHOT PUT**
 - 2. JAVELIN THROW**
 - 3. STANDING BROAD JUMP**

2. **TEAM EVENTS:** Students who are a part of regular **SCHOOL CLUB BASED ACTIVITY** will Form the core of the **TEAM EVENTS**.

3. **Special instructions:**

- a) **In case of more participants for the track events, the number of heats for the sprints and relay can be increased.**
- b) **Minimum two participants for each event need to be ensured from each house.**

Sl. No.	Categories	Junior boys (Class 5 -7)	Senior boys (Class 8 – 10)	Junior girls (Class 5 -7)	Senior girls (Class 8 – 10)
1	50 meters Sprints	YES	NO	YES	YES
2	100 meters Sprints	YES	YES	YES	YES
3	200 meters Sprints	YES	YES	NO	YES
4	400 meters Sprints	NO	YES	NO	NO
5	4x100m Relay	YES	YES	YES	YES
7	Shot Put	NO	YES	NO	YES
8	Javelin Throw	NO	YES	NO	YES
9	Broad Jump	NO	YES	NO	YES

- c) **No participant can participate in more than three individual events. All the House Master/Mistress must select the participants in such away so that their event timing does not clash with the other. Students can participants in one event at a time.**

Sl.No.	Description	Number of Players	Reserve Players	Total	Broad Guidelines
1.	Inter House FOOTBALL	7	2	9	FOOTBALL: Final two matches kept in abeyance from Inter house Football Competition will be played as per the rules for Inter House Football Competition.
2.	Inter House KHO KHO Boys & Girls	9	1	10	KHO-KHO: The competition to start from the Semi-Finals . Playing teams for the semi-finals to be decided by casting lots and winner of each semis to compete in the Final .
3.	Inter House CROCKEQUE Boys & Girls	2	0	2	CROCKEQUE: The competition to start from the Semi-Finals . Playing teams for the semi-finals to be decided by casting lots and winner of each semis to compete in the Final .
4.	Inter House PITTU Boys & Girls	6	2	8	PITTU: The competition to start from the Semi-Finals . Playing teams for the semi-finals to be decided by the casting lots and winner of each semis to compete in the Final .

The Annual Sports Day will feature events for students of Classes Nursery to 4 for which practices and selections will be as under:-

To encourage maximum student's participation in the primary the following will be implemented:

- a) The practise of races from classes 1 to 4 will be held House wise. The selection/Heats will be held in the 1st floor AC Hall in which all house members will participate. The House teachers of respective houses will segregate the students into different races they will participate .Final heats will be held for selection of 2 participants from each house. The practice dates and semi final dates have been allotted house wise on different days.

Practise Schedule of Annual Sports 17-18 Primary Section Venue 1st Floor AC Hall

Dates: 01st Nov – 22nd Dec 2017

Date	Day	Time	Class
Selection Practice			Classes 1 to 4
06.11.17/13.11.17/20.11.17	Monday	1 st to 4 th pr	Gandhi House
07.11.17/14.11.17/21.11.17	Tuesday	1 st to 4 th pr	Nehru House
01.11.17/08.11.17/15.11.17	Wednesday	1 st to 4 th pr	Patel House
03.11.17/10.11.17/17.11.17	Friday	1 st to 4 th pr	Tagore House

Date	Day	Time	Class
Events Practice			Classes 1 to 4
27.11.17/04.12.17/11.12.17	Monday	1 st to 4 th pr	Gandhi House
28.11.17/05.12.17/12.12.17	Tuesday	1 st to 4 th pr	Nehru House
22.11.17/06.12.17/13.12.17	Wednesday	1 st to 4 th pr	Patel House
24.11.17/08.12.17/01.12.17	Friday	1 st to 4 th pr	Tagore House

Primary drill practice will start from 1st November 2017 (Wednesday) 5th to 7th pried 1st Floor AC hall. All the Primary Teachers who are free should come on the practice.

DUTY LIST & JUDGES' DUTY LIST

As per list attached

Important Administrative Points

1. The first aid post has to be alert from start till the end of the day. Early arrival of the Nurse and the teacher-in-charge is a must.
2. In case of certain inadvertent conditions which may lead to pause any event due to a valid reason, the parallel track event must also be paused to avoid inconveniences of participants in multiple events.
3. The judge teams for non-track events must take the responsibility to understand the event beforehand to avoid interruptions in the continuity of the events.
4. The reporting time for the students is not the reporting time for the organizers, especially for those who are in charge of decorations. Organizers should ensure their presence in the venue by 0700 hrs to minimize the last minute administrative failures.
5. Teachers in charge of dual responsibilities must co-ordinate mutually in groups to enable them to fulfill both the roles.
6. Track markings on the field should be bare minimum to avoid any confusion.
7. Everyone who is entrusted with a charge must give a proper handover and should not be in a hurry to leave the field, as it leads to a waste and loss of resources.
8. Each houses before the march past should collect their flags and markers and not leave it to the coordinators to dish the same for them.
9. Separate detailed instruction for Primary Dispersal will be issued to each student/Parent.

INSTRUCTION FOR STUDENTS AND PARENTS/GUARDIANS

All students are strictly required to follow the instruction given below during the Sports. All class teachers and House Mistress will ensure that these instructions are understood by all students. Relevant extracts to be noted in school diary.

Date:	02 January (Tuesday) and 03 January (Wednesday) 2018
Venue:	Gitanjali Stadium.
Reporting Time:	0830hrs on Both Days
Dress:	Proper School Uniform as given in School Diary on 03 January (Wednesday) 2018. Athletes and participants will bring their change along with them and will change only for the duration of the event.
Identity cards:	Compulsory on both days ID card should be worn around the neck at all times except when participating in the event. Participants will have to show their ID card to the officials before start of an event.
Attendance:	1. 0830hrs on both days House wise at the House Marshalling Areas. 2. 1545hrs on both days House wise at the House Marshalling Areas for Classes 5-10.
Food:	Teacher in charge in the Seating of each house must come to the food counter along with 4 house students to collect the food packets at 1100 hrs.
Water:	2 bottles of water per child will be provided to each house along with one extra cartoon at the start of the day to the teacher in charge of each house present in the shamiana. If more water is required the concerned teacher may collect the same from the food department and in case bottles are unused he/she must return them to the food department at the end of the day.
Announcements:	Announcements will be explained by Housemistresses in details. All participants must follow these explicitly. No event or prize distribution

will be delayed on account of missing awardees or participant. As soon as a special bell rings, teachers are requested to check their what's app.

Security of belongings:

House wise deposit counters for personal belongings will be set up. However each student will still be responsible for his/her belongings. The school will take no responsibility of any losses.

PARENTS ARE ADVISED NOT TO SEND ANY EXPENSIVE ITEM WITH THEIR CHILD/WARD.

Dispersal of Primary:

Primary Section Children will be dispersed at 1230 hrs on producing their respective escort cards by their parents. Detailed procedure will be explained to the students in the classes. **Separate detailed instruction for Primary Dispersal will be issued to each student/Parent.**

Clean Environment:

The school is organizing a clean Environment Campaign. Volunteers will be available to extend help to dispose any unwanted material at the right place. All Parents and Guests are requested to please participate in the campaign and spread awareness in others also. Students found littering the stadium are liable to be penalized by deducting points from the house efforts in the Annual Sports.

Medical Aid:

The school has organized a First Aid post. All students, guests, parents and guardians requiring medical assistance may report there.

Schedule of Events:

Being Issued separately

Instructions for Spectators:

For all spectators, start time for Annual Sports Day 1-Tuesday 02 Jan 18, is 0930h and Annual Sports Day 2-Wednesday 03 Jan 2018, is 1015h. Timing for students have been given separately.

Seating arrangement for the spectators will be made in the stands shaded by Shamiana. All are expected to kindly follow the route markings.

It is everybody's responsibility to help keep the stadium clean, at all times.

It is requested that reserved seats may please not be occupied.

Except students of Nursery and KG, no other student is permitted to sit with parents/spectators on both days of the Annual Sports. Parents are requested to cooperate.

Pre-Primary and Primary students will be dispersed only under strict supervision as per instructions already conveyed to the parents.



Brij Bhushan Singh
Headmaster
19 Dec 17

PRIMARY DUTY			ADDITIONAL DUTY		
Announcements			Judges		
Mrs	Mamta Koradia	Tagore	Judge Team 1		
Mrs	Santasri Sengupta	Nehru	Ms	Shilpi Das	Gandhi
Ms	Bishakha Gupta	Tagore	Mrs	Amita Tripathi	Nehru
Big Score Board & Scorer			Mrs	Monia Mehta	Patel
Mrs	Shanta Jana	Patel	Mrs	Shelina M Dhanani	Tagore
Mrs	Vijeta Vora	Nehru	Judge Team 2		
Mrs	Lipi Das	Gandhi	Mr	Santi Nath Sarkar	Gandhi
Certificates			Mrs	Dola Maity	Nehru
Mrs	Clara Indrani Gomes	Patel	Mrs	Sumita Shukla	Patel
Mrs.	Mouparna Sengupta	Nehru	Mrs	Rakhee Malhotra	Tagore
Mrs	Rose Mary Jaiswal	Patel	Judge Team 3		
Mr	Tanmoy Majumder	Patel	Mrs	Lipi Das	Gandhi
Decoration			Ms	Neha Jasani	Nehru
Mrs	Sabari Dey	Nehru	Mrs	Krishna Gadhia	Patel
Mass PT/Tap Drill			Mrs	Susan Sen	Tagore
Mrs	Susan Sen	Tagore	Judge Team 4		
Ms	Shailee Shah	Gandhi	Ms	Shailee Shah	Gandhi
Mrs	Shelina M Dhanani	Tagore	Mrs.	Mouparna Sengupta	Nehru
Mrs	Krishna Gadhia	Patel	Mr	Debmalya Sen	Patel
Mrs	Santasri Sengupta	Nehru	Ms	Jaskiran Kaur Grewal	Tagore
Pre Primary			Judge Team 5		
Mrs	Sangita Gupta		Mr	Nikhil Nandy	Gandhi
Ms	Jaskiran Kaur Grewal		Mr	Raj Kumar Pal	Tagore
Ms	Rina Mondal		Ms	Aakansha Shaw	Nehru
Primary Co-ordination			Mrs	Clara Indrani Gomes	Patel
Ms	Neha Jasani	Nehru			
Ms	Shilpi Das	Gandhi			
Mrs	Esha Sheth	Gandhi			
Prizes					
Mrs	Sonali Chatterjee Das	Patel			
Mr	Raj Kumar Pal	Tagore			
Mrs	Amita Tripathi	Nehru			
Reception					
Mrs	Sumita Shukla	Patel			
Refreshments					
Mrs	Rashmi Jury	Tagore			
Mrs	Manali Samanta	Tagore			
Mrs	Tajender Kaur	Gandhi			
Mrs.	Suhrita Banthia	Gandhi			
Mrs	Polly Binnani	Nehru			
Mrs	Shila Singh				
Mrs	Kali Lama				
Mr	Sankar Roy				
Samiyana					
Mrs	Nupur Ray	Nehru			

Transportation & Store & Photography						
Mr.	Krishnendu Banerjee	Nehru				
Mr	Bola Lama					
Mr	Soumen Samanta					
Sound						
Mr	Debmalya Sen	Patel				
Banner						
Mr	Santi Nath Sarkar	Gandhi				
Starters						
Mrs	Nita Verma	Patel				
Ms	Baishali Dutt	Patel				
Ceremonial March						
Mrs	Subhosree Goswami	Tagore				
Mrs	Monia Mehta	Patel				
Mrs	Disha Gadhia	Gandhi				
Ms	Aakansha Shaw	Nehru				
First Aid post						
Mrs	Dola Maity	Nehru				
Mrs	Jyoti Singh					
Go Green						
Mrs	Ria Bhattacharya	Gandhi				
Mrs	Rakhee Malhotra	Tagore				
Deposit Counter						
Mr	Nikhil Nandy	Tagore				
Mr	Jayesh Shah					
Mr	Ashok Kumar Vyas					
Mr	Avijit Mondal					
Mr	Subrata Jana					
Stand By						
Mr	Murlee Das					
Mr	Arabinda Samanta					
Mr	Kajal Mondal					

ARRANGEMENTS AT GITANJALI STADIUM

THE BGES SCHOOL ANNUAL SPORTS 2017-18



Acropolis Mall

White Cloth Wall

Seating Arrangements for 700 Parents

