



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

ADMINISTRATIVE INSTRUCTIONS Children's Day Celebration 2018

Event Schedule	Saturday November 17 th , 2018	1030Hrs-1115Hrs
Teacher i/c	SUG	
Co-Ordinator's	MS, SG, KL, BD	
Participants	All Teachers and Office Staff of the Institution	
Venue	Collage 6 th Floor Hall	
Practice Venue	1st floor Hall: Drama – in charge: MS 2 nd floor Hall : Dance and Fashion Show – In charge: KL/BD Annex building 1 st floor : Music –In charge : SG	
Practice Schedule	All Activity Saturdays from 1 st September 2018 onwards 12:15 Hrs-13:30Hrs and 1 st -12 th October 2018 from 1445Hrs-1530Hrs in first floor AC Hall, 2 nd floor AC Hall 2 and Annex building 1 st floor.	
Attendance	Students of classes 5 to 10.	
Topic	Drama/Dance/Music and Fashion show.	
Final Rehearsal	0830h to 0930h - 6 th floor hall 17 Nov 18.	

Special Instructions:

All students are requested to reach to the collage 6th floor hall by 09:45 Hrs.

1 2 OCT 2018

Brij Bhushan Singh

Headmaster

Issue Date: 12th October 2018