

THE BGES SCHOOL (ICSE)
ADMINISTRATIVE OFFICE WORKING TIMMINGS DURING SUMMER
VACATION MAY- JUN 15

Account Branch will be functional every Wednesday 1000h to 1430h. Mr Jayesh Shah +918961234787 and Mr HK Mitra +919874037841 will be available on call the balance of days.

Mrs Arpita Dutt +919831117146 is out of station from 19 May to 02 Jun both days inclusive. She is available on call when in Kolkata.

Mrs Rose Mary Jaiswal +919830187231 available on call throughout the vacations. She will be in office on the day the results (ICSE) are declared.

Deputy Headmistress +91 9831017563 will be available in the office from 1000h to 1430h on the following dates 14 May 15, 18 to 22 May , 27 May, 29 May and available on call in the month of Jun and days not in office in month of May.

Headmaster +919831024589 will be out of station for the complete duration of the vacation. However available 24x7 on telephone.

The School Vacations from 09 May 15 to 14 June 15 both days inclusive.

ICSE results are expected to be declared on any one day 18 May to 20 May.

The students Mark Sheets should be available 6 days after the date of declaration of the results. Deputy Headmistress will be available to distribute the same as per dates given above.

All concerned please coordinate return of projects to students along with the Mark Sheets. Signature file for receipt of Mark Sheet by the students. Authority letter for collection and collection of Mark Sheets from Convener Zone C The Heritage School.