

ADITYA VIDYASHRAM RESIDENTIAL SCHOOL, PUDUCHERRY

ANNUAL ACADEMIC CALENDAR 2024-2025

Apr-24

SUN	MON	TUES	WED	THURS	FRI	SAT
	1 Academic Year begins for XII(For Official Records)	2 Board Exam for XII- IP & CS	3	4 Academic Year 2024-2025 begins for K.G-XI	5 Class X WT-1 begins	6 Process Owners Meeting-1
7	8	9	10 Ramzan Celebration. Class X WT-1 ends.	11 Ramzan (Id-ul-Fitr)	12 Tamil New Year Celebration	13 X & XII PT-1 Begins
14 Dr. Ambedkar's Birthday/ Tamil New Year's Day	15 X & XII PT-1 Free Talk-V English	16 Free Talk - IV English. X & XII PT-1	17 Government Holiday	18 Government Holiday	19 Lok Sabha Election- Holiday	20 CPD Programme
21	22 Free Talk- II & III English. X & XII PT-1	23 Free Talk-I English. X & XII PT-1 ends.	24 Handwriting Assessment (I-V)	25	26	27 Open House -1 for X & XII
28 Summer Vacation for K.G to XII begins	29 Staff Tour	30 Staff Tour				

ADITYA VIDYASHRAM RESIDENTIAL SCHOOL, PUDUCHERRY**ANNUAL ACADEMIC CALENDAR 2024-2025****May-24**

SUN	MON	TUES	WED	THURS	FRI	SAT
			1 May day	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28 Leadership Boot Camp Season-1 "The Wow"	29 Teachers Reporting date. Orientation Programme in College	30 Orientation Programme- Subject wise HOD Meeting	31 Orientation Programme- Subject wise HOD Meeting	

ADITYA VIDYASHRAM RESIDENTIAL SCHOOL, PUDUCHERRY

ANNUAL ACADEMIC CALENDAR 2024-2025

Jun-24

SUN	MON	TUES	WED	THURS	FRI	SAT
						1 CPD Programme-STEM by HOE
2 Cambridge Training - English	3	4	5	6	7	8 Cambridge Orientation - Science
9	10 Foundation Day of Aditya	11	12 Schoolmre opens for K.G.-XII	13	14 K.G I & II Indoor Activity	15 Process Owners Meeting-2
16	17 Bakrid (Id-ul-Alha)	18 Issue of Iron Folic acid suplimentation tablet to students of Classes I-XII	19 Circular inviting Parents for Class Observation	20 Handwriting Assessment (I-V) Circular about Head louse -K.G-XII	21 International Yoga Day	22 Round Robin Session- 1 (IX) Counseling Session for K.G.-XII teachers
23	24 WT-1 for IX & XII ; WT-2 for X begins. Free Talk- V English	25 Free Talk-IV English	26 Free Talk- III English	27 Free Talk-II English	28 WT-1 for IX & XII ; WT-2 for X ends. Free Talk-I English K.G. - Food Awarenesss Day.	29
30						

ADITYA VIDYASHRAM RESIDENTIAL SCHOOL, PUDUCHERRY

ANNUAL ACADEMIC CALENDAR 2024-2025

Jul-24

SUN	MON	TUES	WED	THURS	FRI
	1 WT-1(III-VIII) begins. I-V Literary Activity-Reading/Writing, VI-VIII Elocution IX-XII Essay Writing. WT-2 for IX&XII; WT-3 for X begins.	2	3	4	5 Investiture Ceremony. K.G.- Mural Day
7	8 WT-1(III-VIII) ends	9	10 Interhouse Competition (VI-VIII) Health & Wellness Club Activity.	11	12 WT-2 for IX&XII; WT-3 for X ends. Maths Club Activity I-VIII K.G.- Free Talk
14	15 PT-1 for K.G.-VIII begins	16	17 Muharram (RH)	18	19
21	22 PT-1 for IX & XI begins PT-2 for X & XII begins.	23 K.G.-VIII PT1 ends. Field Trip-I Std. Free Talk-II English V-Hindi.Educational Excursion III & IV	24 Field Trip-II Std Free Talk-III Std. English I Std.Hindi. Educational Excursion-V	25 Field Trip-III Std Free Talk-IV Std.English II Std.Hindi	26 PT-1 for IX & XI ends PT-2 for X & XII ends. Field Trip-IV Std. Free Talk-VStd. English.III Std.Hindi.Educational Excursion I & II. K.G.- Origami Day

28	29 Free Talk-I Std. English IV Std. Hindi. X Field Trip starts		31 Field Trip-VII Std. Handwritng Assessment (I-V)		
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SAT
6
13 Round Robin Session-2 (VIII)
20 Induction Programme. Process Owners Meeting-3
27 Open House -1 for K.G. - VIII. XI & XII Field trip begins.



ADITYA VIDYASHRAM RESIDENTIAL SCHOOL, PUDUCHERRY

ANNUAL ACADEMIC CALENDAR 2024-2025

Aug-24

SUN	MON	TUES	WED	THURS	FRI	SAT
				1 Annual Science Exhibition	2 Annual Science Exhibition.	3 Annual Science Exhibition. Founder's Birthday
4	5 WT-2 for III-VIII begins. WT-4 for IX& XII; WT-5 for X & WT-2 for XI begins.	6	7 Free Talk-I English IV- Tamil/French	8 Free Talk-II English V- Tamil/French.	9 WT-3 for IX ends Free Talk III- English I- Tamil/French. K.G.- Flowers Day DPT & TT Vaccination for I, V & X students.	10 Open House-2 for X & XII Open House -1 for IX & XI
11 Salangai Pooja & Arangetram	12 Free Talk IV- English II - Tamil/French. Founder Madam's Birthday. WT-2 for III-VIII ends. Fine Arts Club Activity (III-V)	13 Field Trip-V Free Talk-V English III- Tamil/French. Round Robin Session-3 (VII)	14 Field Trip-VIII Independence Day Celebration	15 Independence Day	16 De jure Transfer Day Veerampattinam Car Festival (RH)	17 Process Owners Meeting-4
18	19 PT-2 for IX & XI begins.	20 Session on Accreditation Standard for Quality School Governance for New Teachers	21	22	23 PT-2 for IX & XI ends. Handwritng Assessment (I-V) K.G. Random Act of Kindness Day	24 Counseling session on Happiness Index of Pre Primary and Primary students; Session on Quality Education

25	26	27	28	29 Annual Sports Day	30 Annual Sports Day	31 Annual Sports Day
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ADITYA VIDYASHRAM RESIDENTIAL SCHOOL, PUDUCHERRY

ANNUAL ACADEMIC CALENDAR 2024-2025

Sep-24

SUN	MON	TUES	WED	THURS	FRI	SAT
1	2 Internal Audit begins	3	4 Half Yearly Exam for IX-XII begins. Literary Activity - English (III-VIII)	5 Tourism Club Activity. Teachers' Day Celebration	6 Field Trip-K.G. Vinayagar Chathurthi Celebration	7 Vinayagar Chathurthi. Founder Madam's Anniversary
8	9 Half Yearly Exam for IX-XII. General Health Checkup for students starts. Fine Arts Club Activity.	10	11 Literary Activity-Hindi (III-VIII)	12 Half Yearly Exam for IX-XII	13 K.G.- Grand Parents Day. General Health Checkup for students ends.	14 Round Robin Session-4 (VI)
15	16 Milad-Un-Nabi (Birthday of Prophet Mohammad)	17 Half Yearly Exam for IX-XII	18	19 Term-I Assessment for K.G-VIII begins	20 Half Yearly Exam for IX-XII ends	21 Field Trip IX & XI.
22	23 Field Trip-IX	24 Chairman's Birthday	25 Term-I Assessment for K.G-VIII ends	26 Term 1 Holidays for K.G - VIII begins.	27	28 Open House for IX-XII. X & XII Sudents' Academic Performance Review Meeting. Process Owners Meeting-5
29 Educational Excursion for IX & XI	30 Term-1 Holidays for IX-XII					

ADITYA VIDYASHRAM RESIDENTIAL SCHOOL, PUDUCHERRY

ANNUAL ACADEMIC CALENDAR 2024-2025

Oct-24

SUN	MON	TUES	WED	THURS	FRI	SAT
		1 Term-1 Holidays for IX-XII	2 Gandhi Jayanthi	3 Term II begins for K.G-XII	4 K.G. "Tiny Titans Talent Show"	5 Open House-2 for K.G to VIII
6	7	8	9 Literary Activity Tamil/French (III-VIII) Eye Checkup starts for I-X	10 Saraswathi Pooja Celebration. Fine Arts Club Activity. Eye Checkup ends for I-X	11 Saraswathi Pooja/ Ayudha Pooja	12 Vijayadasami (RH)
13	14 Interhouse Competition (III-V). Free Talk-I English IV-Hindi. PT-3 for X & XII begins.	15 Government Holiday due to Heavy Rain	16 Government Holiday due to Heavy Rain	17 Free Talk English II & III-Hindi- I & V	18 Free Talk VI & V-English II & III-Hindi. PT-3 for X & XII ends. K.G. Chef Day	19 Round Robin Session-5 (IX) Application Issue begins for 2025-2026
20	21 PT-3 for IX & XI begins WT-3 for III - VIII begins	22. Second Half Portion Examinaion (X&XII Begins)	23	24	25 PT-3 for IX & XI ends. Handwriting Assessment (I-V) K.G.II Free Talk	26 Open House - II for K.G to VIII
27	28 WT-3 for III - VIII ends.	29 Deepavali Celebration	30 Deepavali Eve (RH)	31 Deepavali		

ADITYA VIDYASHRAM RESIDENTIAL SCHOOL, PUDUCHERRY

ANNUAL ACADEMIC CALENDAR 2024-2025

Nov-24

SUN	MON	TUES	WED	THURS	FRI	SAT
					1 Puducherry Liberation Day	2 All Souls Day (RH)
3	4 Free Talk-I English IV Tamil/French.. Second Half Portion Examinaion (X&XII ends.)	5 Free Talk-II English V Tamil/French. Heritage Club Activity.	6 Free Talk III English I Tamil/French. Science Club Activity (VI-IX)	7 Free Talk IV- English II- Tamil/French	8 Free Talk V English III Tamil/French.	9 Round Robin Session-6 (VIII) Cambridge Training-English
10	11	12	13 Literary Activity- English (III-VIII) WT-4 for IX Full Portion Revision Exam-1 for X & XII	14Children's Day Celebration	15 Fine Arts Club Activity (IX - XII)	16 Cambridge Train ing-Science
17	18 PT-2 for K.G.- VIII begins. WT-4 for IX ends.	19	20	21 Full Portion Revision Exam-1 for X & XII	22	23 PT-2 for K.G.- VIII ends.
24	25 PT-4 for IX & XI begins.	26	27 QCI Inspection	28 QCI Inspection	29	30

ADITYA VIDYASHRAM RESIDENTIAL SCHOOL, PUDUCHERRY

ANNUAL ACADEMIC CALENDAR 2024-2025

Dec-24

SUN	MON	TUES	WED	THURS	FRI	SAT
1	2	3	4 Fine Arts Club Activity (VI-VIII) Literary Activity IX & X ; PT-4 for IX & XI	5	6 K.G. Crunchy Carnival; PT-4 ends.II Full portion for X & XII	7 K.G.-VIII Open House-3
8	9 WT-5 for IX begins.	10	11	12	13 Karthigai Deepam Celebration WT-5 for IX ends. K.G. Space Exploration Day	14
15	16 Full Portion Revision Exam-2 for X & XII ends.	17	18	19 Full Portion Revision Exam-3 for X & XII begins.	20	21
22	23	24 Christmas Eve (RH)	25 Christmas	26	27 K.G.- Millets Day	28 SecondHalf Portion Exam IX begins. Round Robin Session -7 (VII) Full Portion Revision Exam-3 for X & XII
29	30	31 Second Half Portion Exam for IX.				

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ANNUAL ACADEMIC CALENDAR 2024-2025

Jan-25

SUN	MON	TUES	WED	THURS	FRI	SAT
			1 New Year's Day	2	3 K.G.- National Road Safety Week	4 Annual Day
5 Annual Day	6	7	8 Second Half Portion Exam for IX. Sahoday Exam for X	9	10 Handwriting Assessment (I-V) Pongal Celebration.	11 Second Half Portion Exam IX ends. Term-II Exam ends for K.G-VIII
12	13 Bhogi	14 Pongal	15 Thiruvalluvar Day/Maatu Ponga	16 Kaanum Pongal	17	18
19	20 Annual Exam for IX & XI begins.	21	22	23 Annual Exam for IX & XI.	24 K.G.-Republic Day Celebration. Round Robin Session-8 (VI)	25 Open House-4 for K.G. to VIII
26 Republic Day	27 Annual Exam for IX & XI.	28	29	30 Annual Exam for IX & XI.	31 K.G.-Shopping Day	

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Feb-25

SUN	MON	TUES	WED	THURS	FRI	SAT
						1
2	3	4	5	6	7 K.G.-Flighty Fun Day	8
9	10 PT-3 for K.G - VIII begins.	11	12 Academic year 2025-2026 begins for X & XII.	13	14 Issue of TC Requisition Form	15 Board Examination
16	17 Board Examination	18 PT-3 for K.G - VIII ends.	19	20 Board Examination	21 K.G.-Free Talk; Board Examination	22 Open House -5 for K.G - VIII; Board Examination
23	24 WT-4 for III-VIII begins.	25 Board Examination	26	27 Board Examination	28 Issue of Teachers' Self Appraisal form. Kindergarten Thank-a-Thon; Board Examination	

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Mar-25

SUN	MON	TUES	WED	THURS	FRI	SAT
						1 WT-4 for III-VIII ends.
2	3	4	5 K.G.-II Graduation Day	6	7	8 Submission of Annual Stock Report-Digi Boards, Library & Labs; Board Examination
9	10 Term-III Examination for K.G. to VIII begins; Board Examination	11 Board Examination	12	13	14	15
16	17	18	19 Board Examination	20	21	22 Term-III Examination for K.G. to VIII ends
23	24	25 Board Examination	26 Board Examination	27	28	29 Result Dispatch for K.G-VIII; Board Examination
30	31					

S.NO.	NAME OF THE PROCESS	PROCESS OWNER
1	Accreditation Manual	Ms.Chithra
2	Mission & Quality Objectives	Principal
3	Control of Documents	Ms.Chithra
4	Control of Records	Ms.Chithra
5	Effectiveness of Key	Ms.Chithra
6	Requirements	Principal
7	Outsourcing Process	Mr.Balamurugan
8	Purchase Process	Mr.Pachaiappan
9	Infrastructure	Ms. Sankery Ms. Kalpana
10	Transport Process	Ms. Djeanty Mr. Hari
11	Canteen Management	Ms. Jayanthi R
12	Hostel Management	Mr. Velmurugan Ms. Shenbagavally
13	Staff's Self- Appraisal	Ms. Karthika
14	Recruitment Process	Ms. Karthika Ms. Sureka
15	Development	Ms. Vasumathi
16	Annual Academic Calendar	Ms. Chithra
17	Students' Handbook	Ms. Chithra
18	Teachers' Handbook	Ms.Chithra
19	Club Activities	Ms. Santhi
20	Literary Activities	Ms. Malady (I-VIII) Ms. Pratheba (English) Ms.Saranya (Tamil) Ms. Shanmugapriya (French) Ms. Rama (Hindi)
21	Inter House Competitions	Ms. Vijaya@Noorjahan
22	Morning Assembly Process	Ms.Ramya (VI-X) Ms.Jayachithra (XI & XII)
23	Celebration Process	Mr. Balaji S Associate: Ms. Rajapriya
24	Co Scholastic Activities	Mr.Rajamanickam

25	Physical Development	Mr.Amit Patel
26	Teaching-Learning Process	HODs & In charges.
27	Examination and Assessment	Ms.Girija
		Mr. Appandai Rajan
28	Admission Process	Ms. Ellammal
29	Career Guidance	Ms.Anusuya
30	Instructional Resources Library Process	Mr.Mohammed Ibrahim
		Ms.Hema
31	Laboratory Management	Ms.Jeevitha
32	Network Management	Mr. Mathivanan
33	Learning Environment	Ms.Rajalakshmy
		Ms.Kalpana
34	Medical Care Process	Ms. Amudhadhevi.S
35	Emergency Management	Mr. Raja
		Mr. Manimaran
36	Internal Audit	Ms.Chithra
37	Complaint Handling Process	Ms. Amudha Devi P
38	Performance Review	Principal
39	Competitions	Mr. Saravanan Kumar
40	Field Trip	Ms. Kowsalya
41	Educational Tour	Ms. Vijaya
42	Transfer Certificate	Mr. Balaji S
43	School Soft	Ms. Sridevi
44	Payroll Management	Mr. Balamurugan
45	Assessment of Speaking Skill Assessment of Handwriting	Ms. Illakiya
		Associate: Ms.Malarvizhi
46	Skill	Ms.Chithra R
47	Parents' Observation	Ms. Amudha Devi
48	Round Robin Process	Ms. Dube
		Associate: Ms.Malarvizhi
49	Procedure for Benchmarking & Innovation Process	Mr. Shubam Mr.Maligarujana Rao
50	Quiz	Mr.Saravanan Kumar