



KV CODE: 1493 Station Code: 266

**केन्द्रीय विद्यालय नेहू, शिलांग**  
**KENDRIYA VIDYALAYA NEHU, SHILLONG**

Project Sector/परियोजना उपक्रम

पूर्वोत्तर परमनीय विद्यालय (ब्यापी परिवार) छविंग शिलांग  
**NEHU PERMANENT CAMPUS, UMSHING**  
**MAWLAI MAWKYNROH SHILLONG - 793022**

Ref.No.F. 06-1493/KVN/2024-25/ 331

Dated 09/09/2024

**OFFICE ORDER**

In order to ensure more coordinated and smooth conduct of Remedial Classes for Class X and XII, the following points may be noted in addition to the previous instructions:

1. Remedial classes may be taken during morning assembly as given below:

Class	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Class 10	Hindi	Social Sc.	English	Science	Math	BT
Class 12	Physics	Chemistry	Hindi / Math	English	CS/Bio	Maths

2. The morning assembly time is not sufficient for the remedial classes. So, the concerned teacher must make efforts to take the remedial classes in the other miscellaneous periods or in the periods of absent teachers.
3. Cooperation / Support of the parents should be sought whenever needed.
4. Regular attendance must be strictly enforced by all teachers.
5. Possibility conducting remedial classes after the school also must be explored and / or early start before morning assembly (say 7:30 / 7:40 AM onwards) with the consent of the parents.
6. Proper records and attendance should be maintained for all remedial classes and get it countersigned by the principal at least once in a week.

K. Anand Khumbal  
Principal KV NEHUक. वि. नेहू, क. वि. नेहू  
शिलांग - 22 Shillong - 22

Copy to:

Sl. No.	Name of Teacher	Designation	Signature
1	Mrs. Geeta Khemchandani	PGT(CS)	
2	Ms. Nirmla Verma	PGT(Hindi)	
3	Mrs. R.Saxena	PGT(Eng)	
4	Mr Ram Niwas Saran	PGT(Bio)	
5	Mrs. Manideepa Ray	PGT(Chem)	
6	Ms. Daisy Merry Langstang	PGT(Phy)	
7	Miss Libby Grace Susngi	PGT(Math)	
8	Sonia	TGT(SSt)	
9	Ms Anushree Sahoo	TGT-(Eng)	
10	Mr. Amit Kumar	TGT-(Maths)	
11			
12			