

CHARIS HIGH ACADEMY (CBSE)

CHUMUKEDIMA, DIMAPUR - 797103

Session 2024-25



Estd. April 2014

*“Learning is a never ending process,
where it ends there it begins”*

SCHOOL TIMINGS

Nursery to Class II : 8:00 a.m. - 12:45 p.m. (Mon-Fri)

Class III to Class X : 8:00 a.m. - 02:05 p.m. (Mon-Fri)

Class III to Class X : 8:00 a.m. - 12:00 noon (Sat)

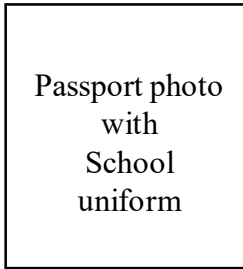
Office hours : 8:00 a.m. - 02:05 p.m. (Mon-Fri)

Office hours : 8:00 a.m. - 12:00 Noon (Sat)

Parents Details		
	Mother	Father
Name		
Occupation		
Designation		
Address		
Contact No. (s)		
Specimen Signature		

Guardian's Details		
	Mother	Father
Name		
Occupation		
Designation		
Address		
Contact No. (s)		
Specimen Signature		

STUDENT'S PERSONAL REFERENCE



My name is : _____

I study in class : _____ Roll No. : _____

Date of birth : _____ | _____ | _____ (dd | mm | yyyy)

Height : _____ (in cms)

Weight : _____ (in kgs)

Blood group : _____

ADMINISTRATOR'S NOTE

We have all heard the term “fire in the belly”. It means to be fired up with a powerful sense of ambition or determination. This is our school’s attitude as we go forward into the new academic session. We are excited to be a part of the educational system that seeks to motivate, train up and facilitate the uniqueness of each of our students. After all, the future lies in the hands of people like our children.

We are now into the seventh year of the Special Educational Needs’ (SEN) section which caters to students who require special one-on-one intervention. Every child is teachable and if someone cannot learn in the way we teach them, then we need to teach them in the way they can learn. It requires determination, expertise and empathy to intervene with children having special learning disabilities and we are committed to providing for such children within an integrated inclusive environment in CHA.

A word to today’s parents- Let’s not fall into the trap of consumerism. We have to walk the thin line everyday between choosing what’s good and “necessary” for our children and what’s only a “want” on their part. Otherwise we might end up with children who are merely good consumers of a vast array of goods and services on endless offer all around us. Instead, let’s embrace our cultural values and our faith so that we make the “less is more” philosophy our life-style. Yes, as an educational institution, our goal is towards achieving academic excellence. Yet, everything should not be seen in terms of serving materialism and the world market. Our children are intrinsically more valuable and more precious than being a cog in the wheel. Schools cannot work like markets.

We also recognize that there will always be children from socially and economically weaker section in society. As per our school's aims we always have a place for deserving students, by providing the necessary assistance in any way we can.

We are fielding our seventh batch of class 10 students who have appeared for the 2024 CBSE Board exams. They will be sorely missed as they leave us.

In parting, let me underscore the serious negativity of too much electronics time for your children - experts say half an hour of total electronics time (TV, video games, internet, social media etc. put together) is enough for a child in a day.

God bless us all in this academic session 2024-2025.

***Warm regards,
Mrs. Chanmayo J.Aier***

FROM THE PRINCIPAL'S DESK

“Education is not the learning of facts,
but the training of the mind to think.”

- Albert Einstein



I am honoured and privileged to be part of a learning community which is dedicated to excellence and to empowering students to be lifelong learners and productive members of society.

Children often feel pressure to conform to societal norms and standards. At Charis High Academy, we celebrate each child's uniqueness, recognizing their individual skills and passions that define their individuality. We acknowledge and embrace these differences, providing a safe and inclusive environment where all children feel valued, supported and empowered. Every child is welcomed, respected, and encouraged to participate fully, regardless of their background or abilities so that they can achieve their highest potential.

Beyond the academic curriculum, we offer a diverse range of extracurricular activities such as art, robotics, dance, music, taekwondo, drama, sports, and various clubs, all of which allow students to explore their interests, talents, and acquire new skills. At CHA, we are also dedicated to character development, aiming to instill values like integrity, respect, empathy, and responsibility in our students.

Our dedicated and qualified faculty members are enthusiastic about teaching and nurturing young minds. They cultivate a supportive yet stimulating learning environment that encourages students to pursue their interests and achieve their academic and social goals.

Recognizing the integral role parents play in our children's education, we encourage our parents to actively engage in their

children's educational journey and to participate in our school community. I am eager to collaborate with our parent community to support their children in every possible way. Establishing a strong parent- teacher relationship is paramount for the academic success of our students.

I want parents to know that my door is always open to address any concerns, questions, or ideas you may have regarding your child's education. Thank you for entrusting your children to us.

Hriiyia Kayina

Assembly Prayer

O Lord God, before we begin on the
duties and the tasks of this day
We ask you to direct, to control,
and to guide us through its hours.

Be in our eyes and ears

Be in our hands and feet

Be in our minds and hearts

Bless our school, students and teachers

Bless our State and Country

Help us to begin, to continue, and to

End this day in You.

Amen.

Class Prayer (Before class)

Dear Lord and Father of all,

Thank you for today.

Help us to focus our hearts and minds now

On what we are about to learn.

Inspire us by Your Holy Spirit as we listen and write.

Guide and use us by your eternal light as
we discover more about the world around us.

We ask all this in the name of Jesus.

Amen.

The Lord's Prayer

Our Father who art in heaven
Hallowed be your name
Your kingdom come,
Your will be done,
On earth as it is in heaven.
Give us this day our daily bread
And forgive us our trespasses
As we forgive those who trespass against us
And lead us not into temptation
But deliver us from evil
For yours is the kingdom,
The power and the glory
Forever and ever.
Amen.

Doxology

Praise God, from whom all blessings flow
Praise Him, all creatures here below'
Praise Him above, ye heavenly host;
Praise Father, Son, and Holy Ghost.
Amen

State Anthem

God bless my Nagaland,
Land that I love
Stand beside her and guide her,
Through the night with the light from above
From the mountains to the valleys
Through the meadows where I roam,
God bless my Nagaland
My home sweet home.

National Anthem (English)

Jana-Gana-Mana-Adhinayaka Jaya He
Bharata-Bhagya- Vidhata
Punjab-Sindhu-Gujarata-Maratha
Dravida-Utkala-Banga
Vindhya-Himachala- Yamuna-Ganga
Uchchhala Jalodhi Taranga
Tava Subha Name Jage
Tava Subha Ashisa Mage
Gahe Tava Jaya Gatha.
Jana-Gana-Mangala Dayaka Jaya He
Bharata-Bhagya- Vidhata,
Jaya He, Jaya He, Jaya He,
Jaya Jaya Jaya Jaya He

National Anthem (Hindi)

जन गण मन अधिनायक जय हे
भारत भाग्य विधाता
पंजाब सिन्ध गुजरात मराठा
द्राविड उत्कल बंग
विन्ध्य हिमाचल यमुना गंगा
उच्छल जलधि तरंग
तव शुभ नामे जागे
तव शुभ आशिष मागे
गाहे तव जय गाथा
जन गण मंगल दायक जय हे
भारत भाग्य विधाता
जय हे जय हे जय हे
जय जय जय जय हे

GENERAL INFORMATION

1. Every student must carry his/her almanac and identity card to school everyday.
2. Students who come to school on their own should arrive at school before the bell rings at 8:00 a.m. The school gate will remain closed after the first bell (8:00 a.m.) till the school hours are over. No student will be allowed to enter into the school campus once the gate is closed.
3. All boys (except Sikhs) must keep their hair short and neatly combed. Fancy and spiky hairstyles are not allowed. Girls must tie their hair neatly back with a school ribbon (Blue). Students with improper hair cut will be sent home.
4. No books (other than text books or library books), magazines, mobiles phones, ipods, mp3 player or any other electronic device should be brought to the school.
5. Lending or borrowing money or other articles among students is strictly prohibited.
6. Students who are escorted back by their escort after school cannot leave school before the escort arrives. In case of delay, they should report to the school office. Students are not allowed to come driving their own vehicle.
7. Students who are found using unfair means during test/exams shall be declared to have “failed” in that particular subject.
8. Students are not allowed to bring tetra packed and aerated drinks, chips, chewing gum, sweets or any other packeted or bottled food items to the school.
9. Students coming to school without the prescribed uniform, might be sent back home.
10. Damage done to the school property shall be made good or replaced by the concerned students.
11. Any student found guilty of the following offences will be expelled from the school without notice: using and peddling narcotic drugs, chewing pan/supari/tobacco/gutka, betel nut etc, smoking, using dendrite/ related substances, consumption of alcoholic drinks, misbehaving with school staff or the opposite sex in class rooms and in the school premises.
12. The school reserves the right to suspend and expel the students whose conduct is harmful to other students, and/or detrimental to the school’s welfare/ reputation.
13. Girls are not allowed to use cosmetics like lipstick, nail polish, eye colors etc. and their skirt must cover the knee.
14. In addition to the above rules, the school may add and enforce other rules deemed suitable for the smooth running of the school.
15. Any form of bullying will result in severe consequences.

NOTES TO PARENTS/GUARDIANS

Parents/Guardians are earnestly requested to ensure that their ward (s):

- * Arrives at the school on time with proper school uniform.
- * Does not carry mobile phone, iPods, CD's, pen drive, data card, multimedia watch, camera etc. to school.
- * Appears all tests as given in the ALMANAC, as well as other tests assigned by the teachers.
- * Prepare their lessons/assignments/project work/homework on time.
- * Do not bring expensive articles to school.
- * Pack a healthy & nutritious tiffin for their lunch.

We also request you to:

- * Check the ALMANAC REGULARLY (e.g., Note to parents, home assignment etc.)
- * Avoid availing a half day leave for your ward as far as possible for security reasons. In case of any emergency, written permission should be taken from the principal.
- * Intimate the school office about any change of residence/mobile no. to facilitate contact.
- * Avoid seeking interview with the teachers or visiting the child during class hours.
- * Feel free to contact the office of the Principal/Administrator for any assistance.
- * Not send any gifts for teachers/staff on Teachers' Day or any other occasion.
- * Not send any birthday cake or snacks on your child's birthday. Children may bring a packet of sweets to share with their classmates.

WITHDRAWALS

Full annual charges are to be paid if a student is withdrawn/expelled in between an academic session.

Transfer certificate (T. C.) will not be issued until all dues are settled.

Disciplinary measures:

Any student violating the rules of the school or indulging in any serious misconduct even outside the school premises and thereby tarnishing the good name of the school will be liable to undergo disciplinary action upto expulsion from the school.

Fine to be imposed in the following cases according to the degree of offence:

- (i) Disfiguring or damaging school property.
 - (ii) Failure to return the library books.
 - (iii) Failure to wear identity cards.
 - (iv) Using unfair means in examination.
 - (v) Bringing junk food, chewing gum, mouth fresheners, tobacco products*, etc.
- * School views it as an extremist offence and after the first two (2) warnings, student shall be expelled.

CO-SCHOLASTIC AREAS

Indoor Sports

Chess
Carom
T.T

Art and Craft Activities

Drawing
Painting
Card making
Poster making

Musical Activities

Violin
Piano
Guitar
Drums
Singing

Outdoor Sports

Volleyball
Basketball
Badminton
Kho-kho
Football

Literary Activities

Library
Public speaking
Extempore speech
Elocution, writing, debates, quizzes, recitation, creative writing

Physical Activities

P.T.
Dance
Taekwondo

Awareness Activities

Field trips
Study tour*
* Mandatory
* Attendance is counted
* Assignment marks are added to internals

Clubs

Photography, Eco
Paper Mache, Heritage
Art & Craft, Quiz
Coding
Robotics

LEAVE OF ABSENCE

- * Leave for absence must be entered briefly in the appropriate column in the ALMANAC and must be signed by the parents/guardian. The signature must tally with the specimen signature.
- * In case of absence due to medical reason, the leave application must be supported by a medical certificate.
- * If a student is absent for 2 consecutive days, a satisfactory reason must be specified in the given leave application format.
- * Students who have less than 80% attendance will not be allowed to sit for the final exam.
- * Staying away from school without prior leave application is not permitted except in the case of sudden illness or unforeseen circumstances.
- * A student resuming his or her class after an infection or contagious disease must provide a medical certificate permitting him/her to return to school.

SCHOOL UNIFORM

BOYS		GIRLS	
SUMMER	<ul style="list-style-type: none"> • White school shirt • Navy blue formal shorts • White school socks • Black shoes 	SUMMER	<ul style="list-style-type: none"> • Blue ribbon / black rubber bands • White school shirt • Blue and white checked skirt / Navy blue formal shorts • White school socks • Black shoes
WINTER	<ul style="list-style-type: none"> • White school shirt • Navy blue trousers • School blazer • White school socks • Black shoes • School tracksuit 	WINTER	<ul style="list-style-type: none"> • Blue ribbon / black rubber bands • White school shirt • School blazer • Black leggings • Blue and white checked skirt / Navy blue shorts • White school socks • Black shoes • School tracksuit

HOUSE / GAMES UNIFORM

BOYS		GIRLS	
SUMMER & WINTER	<ul style="list-style-type: none"> • House t-shirt • Navy blue sports shorts • White school socks • White canvas shoes • School tracksuit (winter) 	SUMMER & WINTER	<ul style="list-style-type: none"> • House t-shirt • Navy blue sports shorts • White school socks • White canvas shoes • School tracksuit (winter)

SYLLABUS EXAMINATION AND PROMOTION

Charis High Academy follows the NCERT syllabus as prescribed by the Central Board of School Education (CBSE), New Delhi. Promotion is granted on the basis of the whole year's performance of the pupil both in academic and non-academic areas.

PERIODIC TEST SCHEDULE: 2024-25

PERIODIC TEST – I JUNE – 2024							
DATE	10.6.2024	11.6.2024	12.6.2024	13.6.2024	14.6.2024	15.6.2024	18.6.2024
CLASS	MON	TUE	WED	THUR	FRI	SAT	TUE
1	EVS	HINDI	ELGA	MATHS	CCS		
2	MATHS	CCS	ELGA	HINDI	EVS		
3	CCS	EVS	ELGA	MATHS	HINDI		
4	HINDI	EVS	ELGA	MATHS	CCS	SANSKRIT	
5	MATHS	SANSKRIT	ELGA	HINDI	EVS	CCS	
6	SCIENCE	CCS	ENGLISH	SOCIAL SCIENCE	HINDI	SANSKRIT	MATHS
7	MATHS	SOCIAL SCIENCE	ENGLISH	HINDI	CCS	SANSKRIT	SCIENCE
8	SCIENCE	SOCIAL SCIENCE	ENGLISH	HINDI	SANSKRIT	CCS	MATHS
9	MATHS/ HOME.SC	HINDI/ PAINTING	ENGLISH	SCIENCE	IT/TOURISM	SOCIAL SCIENCE	
10	MATHS/ HOME.SC	SOCIAL SCIENCE	IT/TOURISM	ENGLISH	HINDI/ PAINTING	SCIENCE	

PERIODIC TEST – II NOVEMBER – 2024							
DATE	18.11.2024	19.11.2024	20.11.2024	21.11.2024	22.11.2024	25.11.2024	26.11.2024
CLASS	MON	TUE	WED	THUR	FRI	MON	TUE
1	HINDI	CCS	MATHS	ELGA	EVS		
2	MATHS	CCS	EVS	ELGA	HINDI		
3	EVS	CCS	HINDI	ELGA	MATHS		
4	MATHS	SANSKRIT	HINDI	ELGA	EVS		CCS
5	HINDI	MATHS	EVS	ELGA	CCS		SANSKRIT
6	SCIENCE	HINDI	CCS	ENGLISH	SOCIAL SCIENCE	MATHS	SANSKRIT
7	MATHS	CCS	SANSKRIT	ENGLISH	HINDI	SCIENCE	SOCIAL SCIENCE
8	MATHS	HINDI	CCS	ENGLISH	SOCIAL SCIENCE	SCIENCE	SANSKRIT
9	SCIENCE	ENGLISH	SOCIAL SCIENCE	HINDI/ PAINTING	IT/TOURISM	MATHS/ HOME SCI.	

MID-TERM EVALUATION							
DATE	13.9.2024	16.9.2024	18.9.2024	20.9.2024	21.9.2024	23.9.2024	24.9.2024
CLASS	FRI	MON	WED	FRI	SAT	MON	TUE
1	OFF	EVS	HINDI	ELGA	OFF	MATHS	CCS
2	OFF	MATHS	ELGA	HINDI	OFF	EVS	CCS
3	OFF	HINDI	MATHS	EVS	OFF	ELGA	CCS
4	OFF	MATHS	HINDI	ELGA	SANSKRIT	EVS	ROBOTICS
5	OFF	HINDI	ELGA	EVS	SANSKRIT	MATHS	ROBOTICS
6	SCIENCE	HINDI	SOCIAL SC.	MATHS	CCS	ENGLISH	SANSKRIT
7	MATHS	HINDI	ENGLISH	SOCIAL SC.	CCS	SCIENCE	SANSKRIT
8	MATHS	SOCIAL SC.	ENGLISH	HINDI	SANSKRIT	SCIENCE	CCS
9	SCIENCE	MATHS/ HOME SC.	SOCIAL SC.	ENGLISH	IT/TOURISM	HINDI/ PAINTING	OFF
10	MATHS/ HOME SC.	SCIENCE	HINDI/ PAINTING	SOCIAL. SC	IT/TOURISM	ENGLISH	OFF

ANNUAL EVALUATION							
DATE	28.2.2025	01.3.2025	03.3.2025	05.3.2025	07.3.2025	10.3.2025	11.3.2025
CLASS	FRI	SAT	MON	WED	FRI	MON	TUE
1	OFF	CCS	ELGA	HINDI	EVS	MATHS	OFF
2	OFF	CCS	ELGA	EVS	MATHS	HINDI	OFF
3	OFF	CCS	ELGA	HINDI	EVS	MATHS	OFF
4	OFF	SANSKRIT	ELGA	EVS	MATHS	HINDI	CCS
5	OFF	CCS	ELGA	HINDI	EVS	MATHS	SANSKRIT
6	SCIENCE	SANSKRIT	ENGLISH	SOCIAL.SCI	HINDI	MATHS	CCS
7	MATHS	SANSKRIT	ENGLISH	SCIENCE	SOCIAL SCI	HINDI	CCS
8	MATHS	CCS	ENGLISH	MATHS	HINDI	SOCIAL.SCI	SANSKRIT
9	SCIENCE	IT/TOURISM	ENGLISH	HINDI/ PAINTING	SOCIAL SCI	MATHS/ HOME SCI.	OFF

- * All scheduled test and evaluation dates are tentative and may change. Prior information will be given if any changes in dates occur.
- * No student will remain absent on days of the test/evaluation unless on medical grounds, which will have to be supported by a valid medical certificate.

PRE BOARD I SCHEDULE		
DATE	DAY	SUBJECTS
16.11.2024	SAT	MATHS/HOME.SCI
18.11.2024	MON	HINDI/PAINTING
19.11.2024	TUE	IT/TOURISM
20.11.2024	WED	ENGLISH
22.11.2024	FRI	SOCIAL SCIENCE
25.11.2024	MON	SCIENCE

PRE BOARD II SCHEDULE		
DATE	DAY	SUBJECTS
13.01.2025	MON	SCIENCE
15.01.2025	WED	SOCIAL SCIENCE
17.01.2025	FRI	MATHS/HOME.SCI
18.01.2025	SAT	IT/TOURISM
20.01.2025	MON	ENGLISH
22.01.2025	WED	HINDI/PAINTING

LIST OF HOLIDAYS: 2024-25

DATE	DAY	OCCASION	No. of DAYS
10 th APRIL, 2024	Wednesday	Eid-UI-Fitr	1
17 th JUNE, 2024	Monday	Eid-Al-Adha/Bakrid	1
15 th AUG, 2024	Thursday	Independence Day	1
26 th AUG, 2024	Monday	Janmashtami	1
2 nd OCT, 2024	Wednesday	Gandhi Jayanti	1
1 st NOV, 2024	Friday	Diwali	1
15 th NOV, 2024	Friday	Guru Nanak Jayanti	1
Total			7

SCHOOL BREAKS & VACATION: 2024-25

BREAK / VACATION	DURATION	DAYS
Summer Vacation	1 st – 29 th July, 2024	29
Puja Break	30 th Sept – 14 th Oct 2024	15
Winter Vacation	16 th Dec, 2024 – 6 th Jan, 2025	22
TOTAL		66

SCHOOL CELEBRATIONS AND EVENTS 2024-2025

DATE	DAY	CELEBRATION / EVENT
01.05.2024	Wednesday	International Workers' Day
31.05.2024	Friday	World No Tobacco Day
05.06.2024	Wednesday	World Environment Day
10.06.2024	Monday	PT 1 Begins
18.06.2024	Tuesday	PT 1 Ends
21.06.2024	Friday	International Yoga Day
29.06.2024	Saturday	Cultural Day Cum PTM
30.07.2024	Tuesday	School Re-Opens after Summer Vacation
31.08.2024	Saturday	Science Exhibition
05.09.2024	Thursday	Teachers' Day
07.09.2024	Saturday	Inter House Debate Competition
13.09.2024	Friday	Mid Term Begins
24.09.2024	Tuesday	Mid Term Ends
28.09.2024	Saturday	Term 1 Result Declaration
03.10.2024	Thursday	Study Tour Begins
08.10.2024	Tuesday	Study Tour Ends
15.10.2024	Tuesday	School Re-Opens
31.10.2024	Thursday	National Unity Day
02.11.2024	Saturday	Science Quiz
14.11.2024	Thursday	Children's Day
16.11.2024	Saturday	Pre-Board – I for Class X Begins
18.11.2024	Monday	PT II Begins
25.11.2024	Monday	Pre Board I Ends
26.11.2024	Tuesday	PT II Ends
28-29.11.2024	Thu-Fri	Annual Sports Event
30.11.2024	Saturday	PTM
14.12.2024	Saturday	Pre-Christmas Celebration
16.12.2024	Monday	Winter Break Begins
07.01.2025	Tuesday	School Re-Opens after Winter Vacation
13.01.2025	Monday	Pre-Board – II for Class X Begins
22.01.2025	Wednesday	Pre Board II Ends
04.02.2025	Tuesday	Field Trip (Pre primary – class 2)
05.02.2025	Wednesday	Field Trip (Class 3 - 5)
06.02.2025	Thursday	Field Trip (Class 6 - 8)
07.02.2025	Friday	Field Trip (Class 9 & 10)
28.02.2025	Friday	Annual Exam Begins
11.03.2025	Tuesday	Annual Exam Ends
15.03.2025	Saturday	Result Declaration(Tentative)
08.04.2025	Tuesday	New Session Begins (Tentative)

* Field Trip dates are tentative and may change. Prior information will be provided.

Attendance Record

Month	Total days	No. of days absent	Teacher's signature	Parent/guardian's signature
April				
May				
June				
July				
August				
September				
October				
November				
December				
January				
February				
March				

LEAVE DURING SCHOOL HOURS

Date	Reason	Time of leaving	Clas/Subject Teacher's Signature	Principal's Signature	Parent's Signature

LEAVE DURING SCHOOL HOURS

Date	Reason	Time of leaving	Class/Subject Teacher's Signature	Principal's Signature	Parent's Signature

DISCIPLINARY RECORD

Date	Nature of Offence	Principal's Signature	Parent's Signature

DISCIPLINARY RECORD

Date	Nature of Offence	Principal's Signature	Parent's Signature

Record of absence from school

Date	Date and No. of days absent	Reason in brief	Parent's Signature	Principal's Signature

Record of absence from school

Date	Date and No. of days absent	Reason in brief	Parent's Signature	Principal's Signature

Record of absence from school

Date	Date and No. of days absent	Reason in brief	Parent's Signature	Principal's Signature

Record of absence from school

Date	Date and No. of days absent	Reason in brief	Parent's Signature	Principal's Signature

Date	Subject	Home Assignment

Date	Subject	Home Assignment

Date	Subject	Home Assignment

Date	Subject	Home Assignment

Date	Subject	Home Assignment

Date	Subject	Home Assignment

Date	Subject	Home Assignment

Date	Subject	Home Assignment

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Note to / from Parent / Guardian / Teachers

Teacher's/Parent's/Guardian's Signature

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DAILY ROUTINE

DAY	1 st Period	2 nd Period	3 rd Period	4 th Period	5 th Period	B R E A K			6 th Period	7 th Period	8 th Period
Mon											
Tue											
Wed											
Thu											
Fri											
Sat											

DAILY ROUTINE

DAY	1 st Period	2 nd Period	3 rd Period	4 th Period	5 th Period	B R E A K			6 th Period	7 th Period	8 th Period
Mon											
Tue											
Wed											
Thu											
Fri											
Sat											

DAILY ROUTINE

DAY	1 st Period	2 nd Period	3 rd Period	4 th Period	5 th Period	B R E A K			6 th Period	7 th Period	8 th Period
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Tue											
Wed											
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