

St. STANISLAUS COLLEGE

CALENDAR 2016 – 2017

Easter Term 2017		
January	Activities/Events	Responsibility
5 th	Senior Staff / Statutory Staff Meetings	Principal
	Staff Development Session	Principal
9 th	School Re-opens / General Assembly	Principal
9 th – 13 th	Departmental Meetings	Heads of Departments
	Meetings with Heads of Departments	Principal & Deputy Principal
13 th	Motivational Talk to Whole School	Invited Resource Personnel UWI St. Augustine.
18 th	SSC Board of Governors Meeting	Chairman – Board of Governors
19 th	PTA Executive Committee Meeting	PTA Chairman – Mr. Eastman
20 th	Completion of first Coursework Assessment	All Subject Teachers
26 th	PTA Conference – Grades Seven to Thirteen	Grade Supervisors
29 th	Dramatic Poetry Competition	English Department
31 st	Completion of all School Based Assessment Projects	Heads of Departments
	Sports – Cricket, Football	Games Master: Mr. Fernandes
	Fire Drill	Teacher-in-Charge: Mr. Fleming
February		
3 rd	Completion of 2 nd Coursework Assessment	All Subject Teachers
9 th	PTA Executive Committee Meeting	PTA Chairman – Mr. Eastman
17 th	Completion of 3 rd Coursework Assessment	All Subject Teachers
20 th	Submission of Mock Examination Papers Grades 11 to 13 and End of Term Examinations Grades 7 to 10	Heads of Departments
	SSC Board of Governors Meeting	Chairman – Board of Governors
	Sports – Cricket, Volleyball	Games Master: Mr. Fernandes
	Fire Drill	Teacher-in-Charge: Mr. Fleming

Continued

Easter Term 2017 cont'd

March	Activities/Events	Responsibility
2 nd	Senior and Statutory Staff Meeting	Principal
	Staff Development Session	Principal
6 th – 10 th	Departmental Staff Meeting	Heads of Departments
9 th	P.T.A Executive Committee Meeting	PTA Chairman – Mr. Eastman
6 th – 24 th	Commencement of Mock Examinations and End of Term Examinations	Deputy Principal and Senior Mistresses
31 st	Completion of Recording Scores on Schedules	All Subject Teachers
April		
3 rd	Completion of Report Booklets	Subject Teachers / Form Teachers
6 th	Submission of Records for the Third Term	Heads of Department
7 th	General Assembly and Mark Reading	Principal
	SSC Board of Governors Meeting	Chairman – Board of Governors
	Sports – Cricket, Volleyball	Games Master: Mr. Fernandes
	Fire Drill	Teacher-in-Charge: Mr. Fleming