

ST. XAVIER'S SENIOR SECONDARY SCHOOL, BABINA

COMMITTEES 2025 – 2026

1	STEERING COMMITTEE	PRINCIPAL	Fr. SUDHEER KUMAR M
		MEMBERS	Sr. SARITA
			Ms. SHRADHA
			Mr. NAVEEN
			Mr. WILLIAM
			Mr. PURUSHOTTAM
			Ms. KAMINI
			Ms. DIVYA JOHN
			Ms. P. SUNDARI
2	ACADEMIC COORDINATOR		Ms. SHRADHA
3	GENERAL CORDINATOR		Mr. NAVEEN JAIN
	GENERAL SECRETARY		Ms. P. SUNDARI
4	SUBJECT CORDINATORS	ENGLISH – I TO V	Ms. P. SUNDARI
		VII- XII	Mr. NETIGYA
		SOCIAL – I TO II	Ms. PRIYANKA
		VI TO XII	Mr. NAVEEN
		MATHS – I TO IV	Mr. DEEPAK
		V TO X	Mr. PURUHOTTAM
		SCIENCE – I TO V	Ms. DIVYA JOHN
		VI - XII	Ms. SWATI KHARE
		HINDI – I TO V	Ms. DAISY NATH
		VI TO X	Ms. SHRADHA
5	LITERARY CLUB	CO-ORDINATOR	Mr. NETIGYA
		SECRETARY	Ms. P SUNDARI
6	CULTURAL CLUB	CO-ORDINATOR	Ms. SWATI KHARE
		SECRETARY	Ms. SHILPA
7	FINE ARTS CLUB	CO-ORDINATOR	Ms. SONAM
		SECRETARY	Ms. PRAGATI
8	SPORTS & GAMES CLUB	CO-ORDINATOR	Mr. SURENDER
		SECRETARY	Mr. KAPIL RAI
		MEMBEERS	Ms. KAJAL Mr. NAVEEN

9	DISCIPLINE COMMITTEE	CO-ORDINATOR	Mr. KAPIL RAI
		MEMBERS	Mr. PURUSHOTTAM Mr. ROHAN Ms. P. SUNDARI
10	MAINTAINING PHOTOS & WEBSITE		Mr. DEEPAK
11	LOGBOOK FOR WEEKLY ACTIVITIES		Mr. NAVEEN & Ms. ASHTAMI
12	YEAR LOG BOOK		Mr. NAVEEN. Ms. ASHTAMI
13	MINUTES OF STAFF MEETING		Mr. NAVEEN
14	EXAMINATION COMMITTEE	I TO XII	Mr. ABHISHEK DAVID
15	TIME TABLE PREPARATION	1 TO XII	Mr. NAVEEN JAIN
16	AWARDS	1 TO II	Mr. NAEEN JAIN
17	CBSE CIRCULARS		Mr. WILLIAM
18	UPLODING OF MARKS TO CBSE		Mr. WILLIAM
19	PHOTOGRAPHY & VIDEOGRAPHY FOR ALL THE EVENTS & ACTIVITIES		Mr. DEPAK
20	QUIZ & GK		Mr. NAVEEN JAIN
21	SCIENCE CLUB / GREEN EARTH CLUB	CO-ORDINATOR	Ms. SWATI KHARE
		MEMBERS	Ms. KRITIKA Ms. DIVYA JOHN
24	MATHEMATICS CLUB	IN-CHARGE	Mr. PURUSHOTTAM
		MEMBERS	Mr. OMVEER SAHU
26	FIRST AID / HEALTH & WELLNESS CLUB	IN-CHARGE	Ms. P. SUNDARI
		MEMBERS	ALL P.E.Ts & OFFICE STAFF
27	OLAMPIADS	IN-CHARGE	Ms. KAMINI
		MEMBERS	Ms. DIVYA JOHN
			Mr. NETIGYA
28	GREEN HOUSE	CO-ORDINATOR	Ms. KAMINI
		SECRETARY	Mr. ROHAN
29	PINK HOUSE	CO-ORDINATOR	Mr. PURUSHOTTAM
		SECRETARY	Ms. DIVYA JOHN
30	RED HOUSE	CO-ORDINATOR	Ms. PRIYANKA
		SECRETARY	Mr. NETIGYA

31	YELLOW HOUSE	CO-ORDINATOR	Ms. SWATI
		SECRETARY	Mr. ROBINSON
32	NOTICE BOARDS SENIOR WING	GROUND FLOOR	Sr. SARITA
			Ms. DIVYA
		FIRST FLOOR	Ms. SHRADHA
			Ms. KRITIKA
		SECOND FLOOR	Ms. KAMIMI
			Ms. SWATI
32	WALL MAGZINE	SENIOR WIN	ENGLISH: Ms. KAMINI
			HINDI: Ms. DAISY NATH
		JUNIOR WING	ENGLISH: Sr. POONAM
			HINDI: Ms. SHIVANI
34	LUNCH DUTIES	BOYS TAPS	Mr. KAPIL RAI & Mr. DEEPAK
		GROUND FLOOR	Mr. SURENDER
		GIRLS TAPS	Ms. SHRADHA Ms. DIVYA JOHN Ms. PREEETI Ms. ASHTAMI
		FIRST FLOOR	Ms. AAKANKSHA SAHU Ms. SHILPA Ms. SAKLANI Ms. P. SUNDARI Mr. PURUSHOTTAM Mr. ROBINSON Mr. OMVEER
		SECOND FLOOR	Ms. KAMIMI Ms. DAISY Ms. KRITIKA Ms. SWATI Mr. NAVEEN JAIN Mr. ROHAN Mr. NETIGYA
35	FLOOR DUTIES – OVERAL DISCIPLINE & RECESS DUTIES	GROUND FLOOR STAIRS	Mr. KAPIL RAI & Mr. MANISH KUMAR (GROUND SIDE) Ms. SHRADHA (GIRLS TAPS SIDE) Ms. AAKANKSHA (CORRIDOR) Ms. DIVYA JOHN (CORRIDOR) Ms. SHILPA (CORRRIDOR)
		FIRST FLOOR	Ms. PREETI (GIRLS TAPS SIDE STAIRS) Ms. KRITIKA (GROUND SIDE STAIRS Ms. ASHTAMI (CORRIDOR) Ms. PRIYANKA (CORRIDOR) Ms. P. SUNDARI (CORRIDOR)
		SECOND FLOOR	Ms. SWATI KHARE (GIRLS TAP SIDE STAIRS)

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