

VIDYA DEVI JINDAL SCHOOL

01 April 2025

LIST OF COMMITTEES & COUNCILS ACADEMIC SESSION: 2025-2026

1.	Result Compilation Committee (For Scholarships, Awards, Inter-House competitions/ School Competitions, etc.)	Vijay Dhyani SSC/MSC/COE DSW HOS Ms Mamta Prefects Ac, Act & Sports)	In-charge Member - Academics Section Member - Activity Section Member - Sports Section Member - Tabulator Member - Students
2.	Time-Table Committee	Mr. Sanjay Jogai Mr. Vijay Dhyani SSC & MSC	In-charge Compiler Section I/Cs
3.	School Publications Committee		
	(a) School Activity Calendar	COEM DSW	In-charge Member (Pastoral)
	(b) Publications	Purchase Manager	All Publications-Facilitator
	(c) Annual Magazine	Ms Sperdha Rathore Ms Aarti Pathak Ms Bandana Singh Mr Pramod Nag Mr Santosh Mishra Prefect Editorial	In-charge Member (English) Member (English) Member (Hindi Section) Member (Photography) Member – Students
	(d) Anthology of Poems	Ms Aarti Pathak Ms Seema Mishra Prefect Editorial	In-Charge (English Section) In-charge (Hindi Section) Member – Student
	(e) Vidijeunesse	Ms Sperdha Rathore Ms Aarti Pathak Ms Bandana Singh Mr Hamid Jamal Khan RS-Rep Prefect Editorial Designing Team	Editor-In-Chief Member (English) Member (English) In-charge Careers News In-charge Round Square News Member–Student Member – Student
	(f) VDJS Gazette	Mr. Vijay Kumar Sobhani Dr Sonal Malik Editorial Board	Editor-In-Chief Member Member – Students
	(g) Abhiviyakti-JSL	Ms Sperdha Rathore	In-charge
	(h) Monthly PPT	Ms Neelam P Sharma	In-Charge
	(i) Invitations / Greetings	Staff Club Members Ms. Neelam P. Sharma	In-charge Designing

	(j) Brochure/Prospectus Exhibition Material	Ms Bandana Singh Dr. Sonal Malik Ms. Aarti Pathak Admissions Officer	In-charge Member Member Member
4.	School Publicity Committee		
	a) School Digital PR Team Online (social media) & Website	Ms Sperdha Rathore Ms. Aarti Pathak Ms Seema Dhillon Mr Satish Chauhan Ms. Mamta Dhiman	Content Writer Content Writer In-charge-School Website Website photo Gallery News update
	(a) Press Release	Principal Ms Sunita Verma Dr Pramod Nag	Approving Authority Member (English Section) Member (Hindi Section)
5.	Committee for Selection of Books & Stationery	Principal DOAC SSC/MSC HOD's Finance Manager Utility Hub I/c	Sanctioning Authority Overall Coordinator Section In-charges Members Member Member
6.	School Mess Committee	Principal Administrator Sr. Mess Manager Mess Manager DSW RMO HMs/RHMs Mess Prefect/ Vice Mess Prefect Student Reps from each house	Chairperson Mess Committee Overall Coordinator Secretary & Convener Member Member Member Members Members Members
7.	Discipline Committee	Principal Administrator DSW/SSC School Counsellor Child Protection Officer Ms. Manila Concerned HM, RHM Ms. Erina Mehta Mr. Sanjay Sangwan	Chairperson Discipline Committee Secretary Convener Member Member Member Member Member Member
8.	Purchase/Negotiation Committee	Administrator Purchase Manager Purchasers	Overall Coordinator In-charge. Members

		Ms. Geeta Verma Mr. Naresh Sharma	Member Member
9.	Child Protection Committee	Principal Administrator DSW Child Protection Officer RMO Ms Gunjan Kaushik Mr. Dinesh Kumar Mr. Sanjay Sangwan	Chairperson Discipline Committee Secretary Overall Coordinator Convener Member Member Member Member
10.	Committee for Certificates writing	Mr Ashutosh Bhatt Ms. Chhaya Singh Ms Veena Chauhan Mr Abhimanyu Soni Ms. Bindu Verma Prefect Activity	Coordinator Member Member Member Member Member - Student
11.	Prize Distribution Committee	COEMs Mr Rupesh Kumar Ms. Chhaya Singh Ms Mridul Sharma Mr Jagatpal Perfect Activity/Event Managt.	In-Charge Member Member Member Member Member - Student
12.	Committee for AV Services	Dr. Deepak Kumar Dr Jatin Kumar Mr Mohsin Khan Office Assistant (IT) AV Squad	Coordinator Member Member Member Students
13.	Committee for conducting Aptitude Assessment Admission	COE Admission Officer Estate Manager Prefectorial Board	Coordinator In-charge Member Member Students
14.	Committee for Scholarships	Principal Administrator Finance Manager & COE HOS	Sanctioning Authority Coordinator Compilers Member Sports
15.	Student Induction Committee	DSW SCC/MSC HM's/RHM's School Counsellor	In-charge Member Member Member

	House Tutor House Prefect Buddy Student	Member Student Members Member
16. Committee Book Readers Award	SSC/MSCLibrarian English Department	Coordinator In-charge Members
17. Committee for Purchasing/Printing Awards/Banners/Certificates Trophies	COEMPurchase Manager Ms Neelam P Sharma HOS Mr. Anil Kumar Sharma Prefect Activities/ Aca/Sports	Coordinator Member Member Member Member Students
18. ATL Advisory Board	Principal Mr. Kapil Marhetta Ms. Shravani Ganti	Chairperson Member Member
19. Pocso & PoSH	Principal Administrator Dr Meenakshi Sawant Mr OP Aggarwal Major (Retd) Isha	Presiding Officer Member Member Member & Legal Expert Independent Member
20. School Academic Council	Principal DSW COE SSC/MSCLibrarian Ms Sameena Ansari Ms. Manila Hamid Jamal Khan Head of Sports Mr Abhijit Mukhopadhyay Ms Erina Mehta Ms Chhaya Singh Ms Suman Arora Ms Seema Dhillon Mr Dinesh Kumar Mr Abhimanyu Soni Me Raza Qasim Dr Deepak Kumar	Chief Patron Students Representative Coordinator Examinations Section Coordinators School Counsellor School Counsellor Special Educator Health & PED Representative HOD Humanities HOD Sciences HOD Hindi HOD Mathematics HOD IT HOD Commerce HOD P & V Arts HOD Social Science Music Department

Mrs Naina Dhillon
Principal

1st April 2025

Distribution:- Administrator, DSW,
Email - All Staff Members