



## GAW/CIR06/TEACHER-TRAINING/09-05-2024

### Greetings from Glentree Academy, Whitefield!

Dear Teachers,

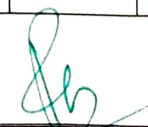
Please note the details about the Teacher Training Schedule for AY 2024-25:

1. Training will start on 13th May, Monday in GAW Campus. Reporting time will be as usual at 8 am.
2. AT lead Training sessions will go on till 17th May, Friday. After that school specific training will continue.
3. Timings would be Monday to Friday: 9 am - 3 pm.
4. The sessions will start at 9 sharp and everyone are requested to be settled by 8:50 am.
5. Teachers are required to bring notebooks, pens and water bottles.
6. Computer Science Teachers will be having virtual training sessions. It will be conducted by Tekie in GAW Computer Lab.
7. In May month Saturdays are working.
8. Lunch will be provided from May 13 - May 17.
9. As Gr 4 - 8 virtual orientation and Gr 9 physical orientation at school is scheduled on Saturday 18th May, teachers will join the orientation from school.
10. New teachers are kindly asked to arrange their own transportation for their first day. However, they will be provided with drop-off services, and starting from the following day, both drop-off and pick-up arrangements will be taken care of for them.
11. The route list for existing teachers who have opted for school transport will be posted by the Admin team shortly. You may reach out to Mr. Mohan: 7899738133 for any queries related to transport.

Teacher Training schedule is as given below for your reference:

## Teacher Training Schedule-2024-25

DATES	Session 1 (9.00 AM-10.15AM)	Tea Break	Session 2 (10.30 AM-1.15 PM)	Lunch Break	Session 3 (1.45 PM-3.00 PM)
13-05-2024	Prayer- AT Address by the Director (Preeti Ma'am) HR Induction(Rachana Ma'am) Pre-Primary- Class-10	10.15 AM-10.30 AM	Behavaioural management and Stress Management (Ms. Amrutha External)  Pre-primary - Class-10	1.15 PM-1.45 PM	LFL deliverables, audits, observation (AT) Pre-Primary-Class-10 Co-Scholastics - Ms. Sowmia, Ms. Akhila (Art, PE, Yoga, Counsellors, Librarian)

  
Principal  
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DATES	Session 1 (9.00 AM-11.00 AM)	Tea Break 11.00 AM-11.15 AM	Session 2 (11.15 AM-1.15 PM)	Session 3 (1.45 PM-3.00 PM)
14-05-2024	Record Keeping : Attendance register, School diary, Student record, Class tr. Responsibilities, Tracker, anecdotal records, Notebook, logbook, report card (Ms. Nandita) Pre-Primary - Class -10			Page Perfect-Effective Notebook Management for Educators (GAS, GAW Principals) Class1- Class-10  Kits, timetable, events , celebrations & assemblies Pre-Primary Ms.Roopa
15-05-2024	Professionalism in Teaching profession Importance of self-reflection in teaching profession ( VPs/Principals) Pre-Primary- Class-10	Tea Break 11.00 AM-11.15 AM	Importance of team work Ms. Rizwana Pre-Primary- Class-10	Subject specific meeting: How Do I effectively implement the LPs (AT)- Class 1- Class 8  Effective communication with parentsPre-primary and Counsellor Comp.Sci
16-05-2024	Subject specific meeting (AT) Class 1- Class-10		Subject specific meeting (AT) Class 1- Class-10	Subject specific meeting (AT) Class 1- Class-10
	Developmental Milestones (Preeti mam) Pre-primary/Counsellor/Special educators - Comp.Sci		Assessment & evaluation (Ms. Mala) Pre-primary Comp.Sci	Importance of teaching aids - visual & verbal (Ms. Pranati) Pre-primary Comp.Sci
	Comp.Sci	Comp.Sci	Comp.Sci	

  
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17--05-2024	Subject Specific Meeting (AT) Class 1- Class-10	Subject specific meeting (AT) Class 1- Class-10 Assesments Restructured - cycle test, blueprint, exam periods (AT) Class 1, 2	Team Building Activity (Awards and Recognition+ valedictory)- AT Pre-Primary- Class 10
	Comp.Sci	Comp.Sci	
	Implementation of curriculum (Ms.Sowmia) Pre-primary	Implementation of curriculum (Ms. Roopa) Pre-primary	

***Warm Regards,***

**PRINCIPAL**

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