

**VIMALA PUBLIC SCHOOL, THODUPUZHA**  
**WORK DISTRIBUTION 2025-26**

**STAFF COUNCIL**

1. Sr. Jessina CMC
2. Mrs. Angela Joseph – Academic Coordinator
3. Mrs. Blessy Kuriakose – Staff Secretary
4. Mrs. Aswathy V – Staff Secretary
5. Mrs. Mini Mathew – Member

**HEAD OF DEPARTMENTS**

1. Malayalam – Mrs. Shanty TV
2. English – Mrs. Reenamma Joseph
3. Hindi – Mrs. Jincy George
4. Mathematics – Mrs. Jaya CN
5. Science – Mrs. Rose Mary Joy
6. Social Science – Mrs. Premakumari MJ
7. Computer – Mrs. Dimple Mathew
8. Smart class – Mrs. Rinimol M

**EXAM COORDINATORS**

First Semester – Mrs. Princy Thykunnel / Mr. Dibin George  
First Mid-term – Mrs. Juby Jose / Mrs. Dimple Mathew  
Second Semester – Mrs. Ancy Philip / Mrs. Priya Mathew  
Annual Exam – Mrs. Rinimol M / Mrs. Radhamani UK

**CAMPUS LANGUAGE**

English teachers, CE teacher

**DISCIPLINE COORDINATORS**

Mr. Don John, Mr. Anoop MS, Mrs. Blessy Kuriakose, Mrs. Aswathy V

**FIRST AID & MEDICAL CARE**

Mrs. Shanty TV, Mrs. Jaya CN

**SUBSTITUTION**

Mrs. Rinimol M, Mrs. Sreejamol PC

**PRIZE DISTRIBUTION**

Mrs. Mini Mathew, Mrs. Reenamma Joseph, Mrs. Kunjamma John

**ASSEMBLY**

Class teachers, Mr. Don John, CE teacher

<b>EVENT</b>	<b>DATE</b>	<b>ALLOTTED TO</b>
Yoga Day	20.06.25	Mr. Don John
Parliament Election/ Investiture ceremony	05.07.25	Class teachers of class IV Mr. Rizwan, Mrs. Nimisha
Carmel day	16.07.25	Head Mistress, Sr.Jessina,CMC
Arts fest	07.08 and 08.08.25	Mrs. Rinimol M, Mrs. Sreejamol PC Mrs. Juby Jose, Mrs. Nisha Janardhanan Mr. Arindam
Feast of St. Alphonsa	28.07.25	Mrs. Dimple Mathew
Independence Day	14.08.25	Science teachers
Euphrasia Day	29.08.25	Mrs. Angela Joseph
Onam	29.08.25	Malayalam teachers
Teachers' Day	05.09.25	Mathematics teachers
Feast celebration of Head Mistress	08.09.25	
Rosary Procession	31.10.25	Mrs. Ancy Philip, Mrs. Mary TV Mrs. Princy Thykunnel
Keralapiravi	01.11.25	Computer teachers
Feast celebration of Principal	05.11.25	Staff secretaries
Children's Day	14.11.25	Hindi teachers
Sports Meet	22.11.25	Mr. Don John, Mr. Rojar Kuncheria Mr. Dibin George, Incharge class teachers
Christmas	19.12.25	English teachers
Chavara Day	03.01.26	Mrs. Jincy George, Mrs. Mary T V
Republic Day	23.01.26	Social Science Teachers
DCL Scholarship	---	Mrs. Rose Mary Joy, Mrs. Neethu Joshy Mrs. Priya Mathew
KCSL	---	Mrs. Dimple Mathew
Olympiad	---	Mrs. Angela Joseph, Subject Teachers

**Sr. Jessina**  
**Headmistress**

### **DUTY LIST**

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|------------------------------|---|--|
| 1. DCL                       | – | Mrs. Rose Mary Joy, Mrs. Neethu Joshy, Mrs. Priya Mathew |
| 2. KCSL                      | – | Mrs. Dimple Mathew                                       |
| 3. Olympiad                  | – | Subject teachers   |
| 4. Nithyajeevan              | – | Mrs. Kunjamma John                                       |
| 5. Snehasena                 | – | Mrs. Shanty TV   |
| 6. Magic Pot                 | – | Mr. Anoop MS   |
| 7. Kalikudukka               | – | Mrs. Radhamani UK  |
| 8. PCM                       | – | Mrs. Nisha Janardhanan                                   |
| 9. Handwriting               | – | Mrs. Angela Joseph, Mrs. Reena Joseph                    |
| 10. Drawing and<br>colouring | – | Mrs. Aswathy V, Mr. Rojar Kuncheria                      |