



CLOSING REPORT OF BACK TO SCHOOL NIGHT 2081 | ES & MS



Executive Summary

Sifal School hosted an important ritual 'Back to School Night' on 17th May, 2024 (Jestha 4, 2081). It marked a beautiful beginning of the new academic year reflecting a cordial relation between school, students and the parents.

During this event, the parents participated as the students in place of their child and got to know the teachers and experience the teaching pedagogies followed by the school. The event was being simultaneously being run at both Elementary and Middle school respectively. The event began and ended at the same time; however, the periods and teachers were divided according to the levels. The program concluded with the closing note from Ms. Ruby Labh, Head of Elementary School at ES and Ms. Sapana Lama, Head of Middle School at MS levels.

Back to School Night - 2081

The event started at 2:30 PM sharp. Back to School Night is a calendar event where the parents of the students studying here are invited to attend the classes just like their children. Each parent was given class routine where they had to take various classes taught by the respective subject teachers. After the classes, parents joined the assembly and attentively listened to the closing note from the Head of Elementary School and Middle School respectively.

The teachers and the respective subjects they taught at ES level were:

- DSSTalk - Chanda Pandey/ Nemjala Bajracharya
- Nepali- Bindu Poudel/ Sindhu Paudel
- English- Anjali Gurung/Hangkeng Rai
- English Reading- Hangkeng Rai
- Hamro Serofero- Bidhya Kafle/ Hama Rajbhandari
- Samajik Adhyayan- Sushila Kafle
- Theater - Rajan Bhujel
- Dance - Rameswori Kisi
- Mathematics – Bidhya Kafle/ Chanda Pandey/ Manisha Adhikari/ Nemjala Bajracharya
- Science - Hama Rajbhandari/ Sarina Maharjan

- Sanskrit – Yatiraj Adhikari
- Yog - Dwarika Poudel
- Taekwondo - Ramsharan Nepali
- Badminton - Manisha Khadka
- Futsal - Sanjaya Rai
- Table Tennis- Gananjaya Dahal
- Basketball- Bikash Gurung
- Visual Art - Yunisha Shrestha
- Music- Sanjog Malla
- Chess- Sabin Bhattarai
- Health Physical and Creative Arts- Arati Acharya

Similarly, the teachers and the respective subjects they taught at MS level were:

- Nepali - Sabita Gyawali/ Domankala Limbu/ Durga Bahadur Puri
- Nepali Reading - Hari Prasad Subedi
- English - Anikta Pokharel/ Kallol Dahal/ Samyo Hangma Rai
- Samajik Adhyayan - Yukta Burma/ Laxman Jari
- Nepal Bhasa – Krita Bajracharya
- Drama - Rajan Bhujel
- Dance - Rameswori Kisi
- Maths – Himal Parajuli/ Saroj Tenga Rai
- Maths Drill – Ishan Kewrat/ Amir Bakey
- Science – Astha Dahal/ Roshan Bhattarai
- Sanskrit – Hari Prasad Subedi
- Futsal - Sanjaya Rai
- Visual Art - Yunisha Shrestha
- Health Physical and Creative Arts – Kaman Lama/ Kuldeep Kumar Gupta

Key Dates

Task	Date	By Whom?
Invitation sent to parents	29 th Baishakh 2081 (11 th May 2024)	Bijaya Shrestha
Confirmation of parents' participation	2 nd Jestha 2081 (15 th May 2024)	Ruby Labh/Sapana Lama
Group meeting with faculty	3 rd Jestha 2081 (16 th May 2024)	Bijaya Shrestha
Orientation to the Class/ Vice Class Representatives (CRs/Vice CRs)	3 rd Jestha 2081 (16 th May 2024)	Ruby Labh/Sapana Lama

Task Division

The major work-out was focused on the task division, dividing the tasks into three categories: pre-event, event, and post-event, and the details of the task division were maintained in a Google spreadsheet named [DSS-Back To School Night-2081](#).

Program Schedule

This event was planned at the macro-level, as shown in the table below. Each classroom was allotted six periods. Each class was 20 minutes long. After each period, the parents were directed to a different classroom by Class/Vice Class Representatives and School/Vice School Captain of the respective school level.

ES Routine

Grade/ Section	2:30 - 2:45	2:50 - 3:10	3:10 - 3:30	3:30 - 3:50	3:50 - 4:00	4:00 - 4:20	4:20 - 4:40	4:40 - 5:00	5:00- 5:30
1 Kanchanjun ga	Assembly	Maths - Chanda	Nepali Reading - Bindu	Music - Sanjog	Break	English Reading - Hangkeng	TT - Gananjay	DSSTalk - Chanda	Assembl y
1 Lhotse		DSSTalk - Nemjala	Taekwondo - Ram	Nepali - Bindu		Music - Sanjog	Math Drill - Nemjala	TT - Ganja y	
2 Makalu		Hamro Serofero - Hama	Badminton - Manisha	Sanskrit - Yetiraj		Basket Ball - Bikash	Science - Hama	V. Art - Yunisha	
2 Cho Oyu		Hamro Serofero - Bidhya	Basket Ball - Bikash	Maths - Bidhya		V. Art - Yunisha	Futsal - Sanjay	English - Anjali	
3 Dhaulagiri+ Manaslu		English - Hangkeng	Dance - Rameshwori	Science - Sarina		Chess - Sabin	Sanskrit - Yetiraj	Futsal - Sanjay	
4 Annapurna + Api		Hamro Serofero - Sushila	Sanskrit - Yetiraj	Badminton - Manisha		English - Anjali	Yog - Dwarika	Music - Sanjog	
4 Himalchuli		Math Practical - Manisha	Science - Sarina	Drama - Rajan		HPCA - Aarati	Basket Ball - Bikash	Yog - Dwarika	

MS Routine

Grade/ Section	2:30 - 2:45	2:50 - 3:10	3:10 - 3:30	3:30 - 3:50	3:50 - 4:00	4:00 - 4:20	4:20 - 4:40	4:40 - 5:00	5:00-5:30
5 Nuptse	Assembly	Nepali - Sabita	Futsal - Sanjay	Samajik - Yukta	Break	HPCA - Kuldeep	Nepal Bhasa - Krita	Maths - Himal	Assembly
5 Yangra		Samajik - Yukta	Maths - Himal	Nepali - Sabita		English - Kallol	Drama - Rajan	HPCA - Kuldeep	
6 Kabru + Chamlang		Samajik - Laxman	HPCA - Kaman	Sanskrit - Hari		English - Ankita	Domankala - Nepali	Drama - Rajan	
7 Pumori + Nemjung + Numbur		Nepali Reading - Hari	Science - Astha	English - Kallol		Nepal Bhasa - Krita	Maths Drill - Ishan	Dance - Ramesw ori	
8 Gaurishankar + Melungtse + Kang Guru		English - Samyo	Maths - Saroj	Visual Arts - Yunisha		Nepali - Durga	Science - Roshan	Maths Drill - Amir	

Program Schedule

The program started at 2:30 PM and ended at 5:30 PM

S.N	Time	Program	By
1	2:00-2:30 PM	Registration	Arati Acharya/ Chetana Ghimire
2	2:30-2:45 PM	Assembly	Anjali Gurung/School Captain and Vice Captain
3	2:45 PM	Move to respective class	CRs and Vice CRs
4	2:50-3:10 PM	First Period	CRs and Vice CRs and Subject Teacher
5	3:10-3:30 PM	Second Period	CRs and Vice CRs and Subject Teacher
6	3:30-3:50 PM	Third Period	CRs, Class Teacher and Subject Teacher
7	3:50-4:00 PM	Break	NA
8	4:00-4:20 PM	Fourth Period	CRs and Vice CRs and Subject Teacher
9	4:20-4:40 PM	Fifth Period	CRs, Class Teacher and Subject Teacher
10	4:40-5:00 PM	Sixth Period	CRs and Vice CRs and Subject Teacher
11	5:00-5:30 PM	Assembly	Anjali Gurung

Program Overview

The registration began at 2:00 PM; along with the registration process the parents were given the classroom routine for their respective classes. All the classes had six periods scheduled for 20 minutes each. With the registration of 104 parents at ES and 74 at MS, the event officially began with the ringing of the school bell signaling the participants to gather for the assembly. The Class Representatives led the line class-wise and helped the parents to queue up accordingly. Ms. Anjali Gurung, Faculty member - English Language Department, hosted the assembly welcoming the parents. Followed by Shanti Mantra led by Mr. Tej Prasad Kafle, Head of Nepali Department, the parents prayed and sang the National Anthem at Elementary School. Similarly, Mr. Youbraj Aryal, faculty member of Nepali Department welcomed the parents and led the assembly at Middle School. Then, they were instructed to go to their respective classes.

As the routine was scheduled with varied subject periods, parents had to move around to different classes. For the convenience of the parents, Class/Vice Class Representative volunteered in each section of every classroom to guide the parents in the process. Parents proceeded to their assigned classes with excitement. We could see the parents enjoying all the classes. Receiving the surprise note written by their child, being in their children's classroom, speaking in various topic in DSS Talk,

dancing to the beats, playing with colors in the art class, following the instruction of the whistle in the sports class, enhancing brain function with chess, trying different body postures in yoga and meditation class, learning mathematical skills to practicing activities of different subjects, all these made the parents recall their past student life as well as understand the teaching methods applied to their child at the school. All the classes were over by 5:00 P.M.

The closing note was delivered by the Head of Elementary School, Ms. Ruby Labh and the Head of Middle School, Ms. Sapana Lama respectively. They shared the concept behind the 'Back to School Night' event and further elaborated the key points in student life such as time management. Sitting in the classroom and doing assignments are not easy for the children, hence, the parents were encouraged understand their children. We all grew up and as parents we must not forget that student life is not easy for a child. She highlighted the parenting concept of being in the shoes of our children to understand them. Hence the 'Back to school night' is all about demonstrating the kids' class to parents and even taking them back to their school life.

Appendix



Registration Desk



Opening Assembly



Class Representatives on duty



Learning is fun



Class Assignment



Chess Time



Warm Up



Yukta Verma – Samajik Adhyayan



Parents participating in the futsal class



Engrossed in classwork



Yog and Meditation



Drama



Dance

Strengths and Areas for Improvement

S. N	Strengths	S.N	Areas for Improvements
1	The program was managed well.	1	The parents should be pre informed about wearing comfortable clothes.
2	Parents attending the program enjoyed the event and gave positive feedback.	2	Encourage the participation of parents of former students as it was minimal this time.
3	Informing parents to bring stationary items was a thoughtful initiative.	3	The parents who have two children studying here should be well informed that they need to join the younger child's event.

Videos- DDL, Video Link- On process
Photos by: DDL
Report by: Hengkeng Rai/Samyo Hangma Rai