

2024
—
2025

 **SCHOOL**
MONTHLY
REPORT


FEBRUARY

Submitted on : 06/03/2025

Report submitted by
Lamtinneng Haokip
Principal
OASIS ACADEMY

1. STATISTICS :

1.1. Enrollments -

OASIS ACADEMY									
2024-25 ADMISSION RECORD as of 28th FEBRUARY 2025									
CLASS	BOYS			GIRLS			TOTAL		
	DS	Boarders	Total	DS	Boarders	Total	DS	Boarders	Total
NURSERY	3	0	3	5	0	5	8	0	8
LKG	5	0	5	1	0	1	6	0	6
UKG	4	0	4	4	0	4	8	0	8
I	3	0	3	5	0	5	8	0	8
II	1	0	1	6	0	6	7	0	7
III	8	0	8	6	0	6	14	0	14
V	5	1	6	3	0	3	8	1	9
VI	8	1	9	5	0	5	13	1	14
VII	7	1	8	3	2	5	10	3	13
VIII	3	1	4	4	0	4	7	1	8
IX (CARMEL)	0	9	9	0	1	1	0	10	10
TOTAL	50	14	64	44	6	47	89	16	105

DETAILS :

Total no. of students (Oasis Academy) taken admission 2024-25: 107 students

No. of new admission : 17 students

Total no. of Drop outs : 12 students

Total no. of Current students (Oasis Academy) : 95 students

Total no. of Carmel Students boarders : 10 students

Total no. of Hostellers (Oasis + Carmel) : 16 students

1.2. New admission received for 2025-26 as of : 16 nos

1.3. Total working days (including Saturdays) - 21 days

1.4. Holidays - 5 days (Magh Bihu)

1.5. Theme of the month - Forgiving

1.6. Circulations : 5

1.7. New Teachers/Staff Released/Extra role - NA

1.8. No. of staff meetings conducted-

i. Teachers : 4 times

ii. Director & Executive Director—6

1.9. No. of staff Interviews attended - NA

1.10. Value of the month : Resilience, Belief & Responsibility

1.11. Teachers attendance/absent record :

Date	Name	No of days
04-02-25 To 10-02-25	Md. Munmi	5
04-02-25	Miss Connie	1
04-02-25	Md. Rebecca	1
05-02-25 To 13-02-25	Md. Rumi	6
13-02-25	Md. Vahneichin	1
19-02-25	Md. Rebecca	1
20-02-25	Miss Riju	1

2. ACADEMIC HIGHLIGHTS :

2.1. HABIT CHAMPION :

On 4th February 2025, Oasis Academy proudly celebrated the Habit Champion Awards Ceremony for January, recognizing students who exemplified the theme Forgiving. This initiative continues to nurture character development and instill positive values in our students.

The honors were presented by Sir Sichulo P. Apon, Counselor, who handed over badges to students demonstrating forgiveness, emotional strength, and the ability to let go of resentment. In his encouraging address, he emphasized how forgiveness fosters inner peace, strengthens relationships, and contributes to a harmonious community.

The winners of the Habit Champion of the Month received badges, celebrating their ability to practice forgiveness and inspiring their peers to embrace this virtue in their daily lives.

The theme for February is Patient, encouraging students to practice perseverance, self-control, and the ability to stay calm in challenging situations. The badges for this theme will be distributed in the first week of March, continuing the tradition of celebrating students' positive habits and growth.

Oasis Academy remains committed to shaping responsible, kind, and compassionate individuals through this meaningful initiative.

The following are the winners of the Habit Champion of the Month, along with the reasons for their recognition:

CLASS	NAME	REASON/GROUND OF AWARD
NURSERY	Bishal Rabha	He is open- minded and self -aware.
LKG	Riyamoni Rabha	She is lenient and kind - hearted
UKG	Deepjyoti Talukdar	He is courteous and exhibit positive outlook and attitude
CLASS I	Angshuman Pradhan	He is very forgiving .
CLASS II	Rohan Daimary	He is positive mind and easily forgiving people
CLASS III	Gracie Suantak	She is friendly and kind to everyone
CLASS V	Arwb Swargiary	He is always forgiving others mistakes
CLASS VI	Shradha Swargiary	She forgives and avoids gossiping about those who wronged her.

CLASS VII

Tingdeichoi Chongloi

She is forgiving and inspired her mates to be the same

CLASS VIII

Letjakhan Vaiphei

He is forgiving and open minded



2.2. PREPAREDNESS FOR SUMMATIVE ASSESSMENT II :

The examination was scheduled from 24th February to 7th March 2025. The following steps were taken to ensure the smooth conduct of the exam:

2.3.0. Examination Orientation : An examination orientation was held in two phases:

- 20th February 2025: A session was conducted with teachers to brief them on their roles and responsibilities during the examination.
- 21st February 2025: Teachers conducted an orientation for students, providing details about the exam schedule, timings, and general examination protocols.

2.3.1. Examination Routine : The examination routine for all classes, from Nursery to Class VIII, was prepared following the standard pattern and distributed to students on 5th February 2025.

2.3.2. Examination Sitting Plan : The seating arrangement was finalized on 19th February 2025, ensuring an organized setup that prevented students from the same class from sitting together, maintaining discipline and fairness.

2.3.3. Examination Register : A comprehensive examination register was maintained, recording subject-wise details, exam schedules, and student attendance, ensuring accurate monitoring throughout the assessment period.

2.3.4. Examination Admit Card : The admit cards were distributed on 7th February 2025, containing essential student details. These were mandatory for entry into the examination hall, facilitating smooth verification

and compliance with examination protocols.

2.3.5. Examination Attendance Chart : A dedicated attendance chart was created to record student presence during each exam, separate from the regular attendance register, ensuring accurate tracking of participation.

2.3.6. Examination Duty Chart : A duty chart was implemented to assign teachers to different examination halls on a rotation basis, ensuring equal distribution of responsibilities and adequate supervision.

2.3.7. Summative Assessment II : Summative Assessment II was conducted from 24th February to 7th March 2025. The examination process proceeded smoothly, reflecting the effectiveness of the planning and organization.

3. EXTRA CURRICULAR ACTIVITIES :

3.1. BIRTHDAY CELEBRANTS :

On 4th February 2025, Oasis Academy celebrated the birthdays of all students and teachers born in February during the first morning assembly of the month, held at the school assembly ground. Each celebrant was presented with a personalized card and a sweet chocolate treat as tokens of appreciation. The entire school community joined in singing a heartfelt birthday song, creating a joyful and inclusive atmosphere. This celebration fostered a sense of belonging and unity among students and staff, ensuring that everyone felt valued and cherished on their special day.



3.2. ANNUAL SCIENCE CUM SUPW EXHIBITION :

The Oasis Academy, Mairapur, Rani, Kamrup, organized its Annual Science cum SUPW (Socially Useful Productive Work) Exhibition on 15th February 2025 at the school playground. The event was a vibrant display of students' scientific innovations and creative craftsmanship, with participants from Classes III and above.

The exhibition was graced by esteemed guests, including Mr. Sandeep Yadav, Mr. Sudhir Singh, Mr. Armstrong, Mr. Tongkhamang Haokip, Md. Elizabeth, Mr. Mangneo Lhungdim, and Mrs. Nengcha Lhungdim. The event commenced at 11:00 AM, with a warm welcome speech by the Principal and the Chief Guest, who highlighted the significance of hands-on learning in science and skill-based education. The ribbon-cutting ceremony marked the official opening, followed by an engaging interaction where the Chief Guest actively participated, displaying models alongside students, making the event even more exciting.

Students presented an impressive array of scientific models and handcrafted products. The science section featured innovative projects based on renewable energy, environmental conservation, automation, and human physiology, showcasing students' understanding of real-world applications. Meanwhile, the SUPW section displayed beautifully

crafted decorative items, handmade paper bags, embroidery work, eco-friendly products, and functional crafts, reflecting creativity, sustainability, and skill development.

The event not only provided students with an opportunity to demonstrate their talents but also encouraged them to think critically, work collaboratively, and apply their theoretical knowledge in practical ways. The interaction with teachers and visitors further enriched their learning experience, helping them gain confidence and improve their presentation skills.

The Annual Science cum SUPW Exhibition 2025 was a grand success, fostering curiosity, innovation, and craftsmanship among students. The event transformed the school playground into a hub of exploration and creativity, leaving an inspiring impact on everyone present.



4. TRAININGS/WORKSHOP :

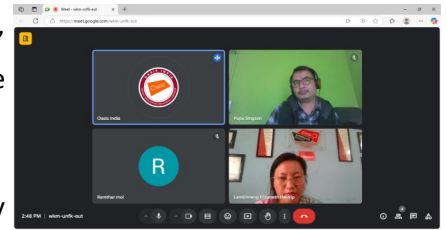
4.1. ONLINE TRAINING/ORIENTATION SESSION ON EVENT REPORTING

On 6th February 2025, an online training and orientation session on event reporting was conducted via Microsoft Teams for managers across Northeast India. The session was led by Mimin Kipgen, Communication and Relationship Officer, who provided essential guidelines on structuring event reports, key details to include, and best practices for photography.

Mimin emphasized the importance of clear and concise reporting, covering aspects such as the event name, date, venue, key participants, sequence of events, and impact. She also provided insights into photography dimensions, advising on high-resolution images, structured group photos, and capturing engaging moments.

A key focus was on timeliness, with a recommendation that reports be submitted within two days of the event, and

no later than one week. The session concluded with an interactive discussion, where participants clarified doubts and gained practical insights to enhance their reporting efficiency.



The session was highly informative, equipping managers with the necessary skills to ensure accurate, structured, and visually appealing event documentation. Participants appreciated the training as a valuable step toward improving communication and record-keeping across Northeast India.

5. MONTHLY OVERVIEW :

- 5.1. The COM report was drafted and shared on 4th Feb 2025.
- 5.2. Website development and updates are carried out once or twice a week with the assistance of Oasis India's Communication In-charge, Mimin Kipgen.
- 5.3. Stock book updates for books and stationery are monitored regularly.
- 5.4. Facebook and YouTube are updated regularly by the media team.
- 5.5. A work delegation meeting was held in the morning to establish it as a regular practice among the administrative staff.
- 5.6. Health & Sanitation Department inspection received on 11th Feb 2025.
- 5.7. A Habit Champion Excel sheet was created and shared with teachers to encourage them to provide reasons for selecting particular students. It is updated monthly.

8. UPCOMING EVENTS :

- | | |
|----|--|
| 8 | KINDERGARTEN GRADUATION DAY CUM ANNUAL PRIZE DISTRIBUTION DAY |
| 14 | HOLI |
| 18 | RESULTS DECLARATION: NURSERY TILL CLASS VIII/ADMISSION BEGINS FOR NEXT SESSION |
| 19 | BOOKS AND UNIFORMS SALES: NURSERY TILL CLASS VIII |
| 31 | EID - UL – FITR |