



# JOHN XXIII SCHOOL

## VIRAR W

ANNUAL

PEDAGOGICAL

PLAN

SESSION

# CHAPTER 1

CONTACT DETAILS  
OF SCHOOL

## Pedagogical Editing Committee for 2021-22

1.	Sr. Avita D'mello	Principal
2.	Sr. Namrata Macwan	Editor
3.	Mrs. Aldrina Vaz	Office Staff
4.	Miss Roshni Coates	Office Staff
5.	Miss Pramodini Gharat	Office Staff
6.	Mrs. Rakhi Sinha	Office Staff

JOHN XXIII SCHOOL, an independent co-educational CBSE day school, which is the dream come true of Mission of Mother Hema. The school is managed under the aegis of Immaculata Education Society- Missionary Sisters of The Queen of The Apostles. We are pledged to provide quality education to all without compromising basic human values and discipline. As a part of our mission, we have started John XXIII School at Virar in 2008. At present there are 900 students and 40 teachers. We provide a quality education that enables students to be inspired learners and responsible global citizens through the collaboration of a dedicated faculty and a supportive management.

**School Name and Complete Address with Phone number(s), Fax No., Email ID, Website etc.**

Name : **JOHN XXIII SCHOOL, VIRAR WEST**

AFFILIATION NO : **1130432**

School Code : **30336**

Address : **NEXT TO YASHWANTDEP BLDG.,  
DONGARPADA, VIRAR WEST. 401303,  
DIST. PALGHAR, MAHARASHTRA**

Email ID : **john23rdschool@gmail.com**

Phone Number : **8087206912**

Website : **johnxxiii.ac.in**

Principal's Name : **SR. AVITA THOMAS D'MELLO**

Email ID : **john23rdschool@gmail.com**

Phone Number : **8087206912**

**VISION** Our vision is to create a literate world where students are able to face the challenges and foster their families on the moral values.

**MISSION** In the next three years, the school will strive to create an environment for happy living and improve the reading habits of students through various activities

### **CORE-VALUES OF THE SCHOOL**

- A belief that Authenticity in speech and action is the best kind of honesty.
- Inner harmony within self and institute.
- Self-respect helps to respect others with responsibility.
- Compassion and kindness
- To search for wisdom rather than mere knowledge
- Peace and love are ultimate instrument to create balance in person
- Improving continually for excellence through innovation.
- Ambience for better learning and adaptability.

### **PHILOSOPHY OF THE SCHOOL**

The Chinese proverb says “if you are planning for a year, sow rice; if you are planning for a decade, plant trees; if you are planning for a lifetime, educate people”

The school strongly believes in the philosophy that the students have to be developed in all aspects to build a unique nation. Students should grow into responsible and confident global citizens, who know to learn, unlearn and relearn.

- ✚ **Experiential and student learning:** All our learning activities centre on students. We ensure that students are active participants in the learning process and eventually we mold them to take ownership of the learning. We attempt to attain this by providing a wide range of interconnected learning opportunities that help children discover and develop their strengths.
- ✚ **A anger free and stress free environment fosters learning:** We firmly believe that maximum learning happens when the mind is fearless, and therefore, we take utmost care that children feel safe and stress-free in the school. A play-based active learning environment is created by the friendly staff members which enables children to enjoy the enriching learning experiences.
- ✚ **Collaborations and team work with all stakeholders:** Children learn best when they learn together. A lot of collaborative projects and group projects are given to the students. These projects help in developing the art of organization, taking initiatives and vital skills like critical thinking, problem solving, etc.
- ✚ **Blending of scholastic and co-scholastic activities:** The school ensures that the enriching educational curriculum with the blend of co-curricular activities provide the much-needed academic rigour and the opportunities for developing skills in the children
- ✚ **Parent's collaboration yields better learning outcomes:** We firmly believe that parents are the important link between the student

teacher and the learning process. We therefore ensure that parents form an integral part of all our educational initiatives.

## Stakeholders

Stakeholders
CBSE - Comply with statutory and regulatory requirements defined from time to time
Education Department - Comply with statutory and regulatory requirements defined from time to time.
Stakeholders (Students and Parents) - Quality of product and service, Delivery of product on time, Response to concerns, Proper communication channel
External Providers- Clear communication of specification, Payment as agreed, Technological support (if required)
Society- To provide good quality education to the children
Alumni - To support the college by sharing their expertise and knowledge with existing students
Resource person from various fields- To provide guidance and assistance on required topics
Other schools in vicinity- Exchange best practices and ideas and create a healthy competition
Thane – Palghar Sahodaya Complex- Exchange best practices and ideas and create a healthy competition
Hubs of Learning - Exchange best practices and ideas and create a healthy competition

## Infrastructure & Facility: -

SR. NO	PARTICULARS
1	Total rooms – 38
2	Principal Office-1, (27' X 20').
3	Other rooms – 9, (20' X 16') (Principal office, Store room, Staff room, Office, Conference Hall, Activity Hall)
4	TOTAL NO. OF LABORATORY. Composite Science Lab - 1 (42'x 21') Computer Lab - 1 (24' x 20') Library - 1 (42'x 21') Art & Craft Room - 1 (24' x 20')
5	School Transport – Total 3 Buses are available for students.



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	<p>NAME OF TRANSPORT PROVIDER: MR. Shashikumar Nair</p> <p>INCHARGE OF TRANSPORT COMMITTEE:                      MEMBER 1. SR. AVITA D'MELLO                      MEMBER 2. MR. JOHN DCHUNA.                      MEMBER 3. MISS.ROSHNI COATES                      MEMBER 4. MRS. ALDRINA VAZ.</p>
<b>6</b>	Electricity arrangements – SOLAR ENERGY AND MBCB
<b>7</b>	Total Number of students – 756 BOYS: 412                  GIRLS: 344
<b>8</b>	Total number of teaching staff –33 MALE: 6                  FEMALES: 27
<b>9</b>	Non-Teaching Staff –05 MALE: 1      FEMALE: 4
<b>10</b>	Quarters for residential staff – 06 (6 room set with furniture)
<b>11</b>	Cemented overhead water tank is available with submersible motor YES
<b>12</b>	Total 2 large size water filters are installed for drinking water YES
<b>13</b>	Total AC installed in school campus: 2
<b>14</b>	Total WASHROOM- 24 MALE 2 FEMALE 2 PWD 1
<b>15</b>	<p>SEXUAL HARRESSMENT COMMITTEE CONSTITUTED: YES</p> <p>YEAR: 2019</p> <p>HEAD OF SEXUAL HARRESSMENT COMMITTEE:</p> <p>MEMBER 1. SR. AVITA D'MELLO                      MEMBER 2. SR. NAMRATA MACWAN                      MEMBER 3. MR. VIPIN CHANDRA PANDEY                      MEMBER 4. MRS. KAMAL JOHN RODRIGUES                      MEMBER 5. MR. MAYUR AJINKYA                      MEMBER 6. MRS. SUJATHA D. NAIK</p>
<b>16.</b>	<p>GREIVIENCE COMMITTEE CONSTITUTED: YES</p> <p>YEAR:2019</p> <p>HEAD OF GREIVIENCE COMMITTEE:                      MEMBER 1. SR. LORETTO DIAS                      MEMBER 2. SR. AVITA D'MELLO</p>

MEMBER 3. SR. NAMRATA MACWAN  
 MEMBER 4. MRS. SUPARNA JAISWAL  
 MEMBER 5. MRS.MIJU BAIJU GOPURATHINGAL  
 MEMBER 6. MR. MAYUR AJINKYA  
 MEMBER 7. MRS. BINITA THAKUR  
 MEMBER 8. MRS. NEELAM CORREIA

Year of Affiliation:2013

Affiliation No: 1130432

School Code:30336

Type of School (Please tick the correct option):

- Middle/Secondary/Senior Secondary – **Secondary**
- Boys/Girls/Co-Education - **Co-Education**
- Day School/Day Boarding/ Residential - **Day School**
- (May tick more than one option)
- No. of Students: (Total) 756 (Boys) 412(Girls)344
- No. of Divyang (with Special Needs) Students: - -----
- No. of Students in: Day School:756 Day Boarding
- Location Type: Urban/ Rural/ Hilly Area: **Semi- Urban**
- Is the School a Minority School? **YES**
- School Quality Accreditation Details (if any): **NOT DONE**

**Number of Students on Roll (Class-wise):**

Class	I	II	III	IV	V	VI	VII	VIII	IX	X
Number of Sections	2	2	2	2	2	2	2	2	2	2
Students on the Roll	75	85	78	80	74	71	82	71	60	78

**School Academic Performance:****a) Pass Percentage during the last Academic Session:**

CLASS	NUMBER OF STUDENTS APPEARED	NUMBER OF STUDENTS PASSED	PASS PERCENTAGE
1	88	88	100%
2	78	78	100%
3	86	86	100%

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4	74	74	100%
5	73	73	100%
6	81	81	100%
7	72	72	100%
8	62	62	100%
9	79	79	100%
10	53	53	100%

**b) Board Examination at a Glance**

CLASS	NO. OF STUDENTS APPEARED	NO. OF STUDENTS PASSED	PASS PERCENTAGE	NO. STUDENTS WITH 91% TO 100%	NO. STUDENTS WITH 81% TO 90%	SPECIAL REMARK
X	38	38	100%	11	11	STUDENTS DONE WELL

**Key Strengths of the School**

- self-discipline of students
- Hardworking and highly motivated teachers
- efficient guidance and planning by Principal
- well-furnished infrastructure of school building
- Character formation and values are given utmost importance
- supportive PTA and parents etc.

**Staff Details:**

The number of the teachers including Librarian, PET and Principal in position (Regular, Ad-hoc or Part -Time)

GROUP	REGULAR	AD-HOC	PART-TIME	NUMBER OF TEACHERS	
				TRAINED	UNTRAINED
PRIMARY	17			33	0
MIDDLE					
SECONDARY	11				
SUPERVISOR	1				

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<b>SPECIAL TEACHER</b>	1				
<b>PETS</b>	2				
<b>LIBRARIAN</b>	1				
<b>MUSIC TEACHER</b>	1				
<b>DANCE TEACHER</b>	1				
<b>YOGA TEACHER</b>	1(INCLUSIVE)				
<b>COUNSELLOR</b>	1				
<b>OTHERS</b>	7				
<b>TOTAL</b>	43				

**Alumni Details:**

- a) Admissions in Professional courses in the Current Academic Session
- b) Special Achievements of School Alumni

**ANNUAL PEDAGOGICAL PLAN DETAILS 2021-22**

**PEDAGOGICAL PLAN COMMITTEE**

<b>Name</b>	<b>Designation</b>	<b>Role in PPC</b>
<b>SR. AVITA D'MELLO</b>	PRINCIPAL	To guide committee members how to prepare APP
<b>SR. NAMRATA NACWAB</b>	Examination	Provide all the data related to Academic session
<b>MISS RILCY COLASSO</b>	Activity In charge	provides all the data related to Co-curricular activities
<b>MISS SIMRAN D'MELLO</b>	Co-coordinator	To collect all the data from the members & guide them time to time.
<b>MISS ROSHNI COATES</b>	Assistant Exam Controller	Provide all the data related to Academic session
<b>MRS. SHACHI MEHRA</b>	Science & Mathematics Teacher Representative	Volunteer

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<b>MRS. RASIKA RODRIGUES</b>	Class 1 & 2 Teacher Representative	Volunteer
<b>MRS. DOSPHINA ANDRENDES</b>	Social Science & Languages Representative	Volunteer

**PPC Meetings to develop APP**

<b>Date</b>	<b>Stakeholders consulted</b>	<b>Discussions held</b>
<b>February</b>	Management, Parents, Teachers and students	2 MEETINGS
<b>March</b>	Teachers and Students	ONLINE
<b>April</b>	Teachers	ONLINE

**VISION, MISSION, VALUES, FOCUS & APPROACH**

Name of the Academic Resources Segment -wise

<b>Name of the resources</b>	<b>Segment – Primary/Middle class / Secondary</b>	<b>Usefulness</b>
<b>Language labs</b>	All levels	Resources used in language lab are helpful in effective teaching and learning process
<b>Science lab</b>	All levels	Enhances mastery of science subject matter, develops scientific reasoning abilities, develops practical skills, develops understanding of nature of science, cultivate interest in science

<b>Computers</b>	All levels	It helps students to develop the knowledge about the current technology
<b>Reference Books</b> (library)	All levels	Students acquire knowledge
<b>Library</b>	All levels	To develop reading habits

## Safety for the Students

Every corner of the school talks about its unique pedagogy and offers an experience of learning while walking. Some of the safety measures in the School Premises are as follows:

- An 6 feet high boundary wall around the school premises.
- A total of 58 cameras have been installed in the classrooms, laboratories, office, as well as in the corridor for safety of the students. Cameras have also been installed at the Main Gate and in the Parking Area which covers the entire campus ensuring complete safety for students and staff.
- A separate entry pathway for pre-primary children.
- Detailed inquiry of staff background is done before they are appointed.
- Efficient security guards are appointed for patrolling day and night.
- Yearly, Regular medical checkup from the appointed doctors.
- School buses pick up students from the premises under the supervision of the teachers.

# CHAPTER 2

**CURRICULUM  
PLANNING & ITS  
TRANSACTION.**



The school has well conceptualized curriculum based on the following factors:

1. Syllabus
2. Pedagogy
3. Co-Curricular Activities
4. Monitoring and assessment

Flow of Curriculum planning and Transaction

### **Step1 - Selection of Books/Study material**

1. The team of teachers reviewed the textbooks used in the existing year with regard to the quality of the content, implementation, its transaction and relevance.
2. Teachers also scrutinized the other textbooks for comparison. Based on defined criteria, books is selected by the teachers to be followed in new academic year.

Teachers select books based on the following criteria:

- a. NCF and NCERT Guidelines
- b. Quality/Quantity of the content
- c. Relevance of the content
- d. Approach followed in the book (Activity based)

### **Step 2 - Curriculum Blueprint (Curriculum Design Process)**

1. The Curriculum Blue-Print is prepared by the Subject teachers. It included the learning outcomes prescribed by NCERT, Subject Enrichment Activities, Assessment Techniques, Instructional Methods and the number of periods required to achieve the same.
2. CBP to be reviewed and after recommendation, amendments are to be done which are further reviewed by the Vice Principal and finally validated by the principal.
3. Step 2: Subject Teachers prepare curriculum blueprint which has the following format:

Pre mid Term chapters	Midterm chapters	Post-mid-term chapters	Final exam chapters	Multiple Assessment chapters & activities and month	Portfolio chapters and types of activities and month	Subject enrichment chapters and activities and month

**Step3- Year Planning**

1. Topic wise split-up along with no of periods for each topic and subtopic is planned in Annual, Term and Unit planning along with Internal assessment activities. **(sample to be attached)**

**ANNUAL PLAN**

<a href="#">English</a> Click On The Link	<a href="#">Hindi</a> Click On The Link	<a href="#">Marathi</a> Click On The Link
<a href="#">Sanskrit</a> Click On The Link	<a href="#">Mathematics</a> Click On The Link	<a href="#">Science</a> Click On The Link
<a href="#">Social Science 1</a> <a href="#">Social Science 2</a> Click On The Link	<a href="#">Evs</a> Click On The Link	

**UNIT PLAN**

<a href="#">English 1</a> <a href="#">English 2</a> Click On The Link	<a href="#">Hindi 1</a> <a href="#">Hindi 2</a> Click On The Link	<a href="#">Marathi</a> Click On The Link
<a href="#">Sanskrit</a> Click On The Link	<a href="#">Mathematics 1</a> <a href="#">Mathematics 2</a> Click On The Link	<a href="#">Science 1</a> <a href="#">Science 2</a> Click On The Link
<a href="#">Social Science 1</a> <a href="#">Social Science 2</a> Click On The Link	<a href="#">Evs</a> Click On The Links	

**CO-SCHOLASTIC**

<a href="#">Arts 1</a> <a href="#">Arts 2</a> Click On The Link	<a href="#">HPE ANNUAL</a> <a href="#">HPE YOGA 1</a> <a href="#">HPE YOGA 2</a> Click On The Link	<a href="#">Computer 1</a> <a href="#">Computer 2</a> Click On The Link
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2. At least 40% of the annual content must be taught using Innovative and Constructivist teaching methods. Detailed planning for the topics should be recorded in the lesson plan.
3. Plan of Multiple Assessment (3 for each term) to be recorded in the Teacher's Diary in the prescribed format.
4. Teachers have to decide the learning objectives for MA, procedure, criteria for assessment and the relevant rubrics for the same.

**Step4- Lesson Plan**

1. Detailed lesson plan for 07 days to be prepared by the teachers in the Teacher's Diary.
2. The lesson plan must include learning objectives, instructional method, Instructional resources like models, video links etc., set induction, method of recapitulation, assignment and details of constructivist approach and the integration of Art. **(sample attached)**
3. Teachers to ensure that learning objectives stated in the Curriculum Blue Print are met properly through the lesson plan.
4. The lesson plans should be submitted to the VP weekly and monthly to the principal.

### **Step5- Classroom Activity**

1. The record of daily classroom activity, Home Work assigned & follows up to be recorded in the class log book.
2. The log book should be submitted weekly to the vp and monthly to the principal

The above flow is shared with all the teachers. Curriculum Blue Prints serve as a base for the entire planning by teachers.

Lesson plan templates have the following format:

1. Topic
2. Learning objectives
3. Setting up context
4. Detailed Teaching strategy/method/integration (right click here to open hyperlink) of Art
5. Presentation of the lesson
6. Involvement of students
7. Recapitulations/reflections
8. Assignments/HW/questions for extended learning
9. Reflection by the teacher whether learning outcomes met or no

Class-wise and Subject-wise: Art integration, innovative pedagogies, co-scholastic activities

Class	Subject 1	Subject 2	Subject 3	Subject 4	Subject 5	Subject 6
Class I	ENGLISH	HINDI	MARATHI	MATHEMATICS	EVS	
CLASS II	ENGLISH	HINDI	MARATHI	MATHEMATICS	EVS	
CLASS III	ENGLISH	HINDI	MARATHI	MATHEMATICS	SCIENCE	SOC. SCIENCE

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<b>CLASS IV</b>	ENGLISH	HINDI	MARATHI	MATHEMATICS	SCIENCE	SOC. SCIENCE
<b>CLASS V</b>	ENGLISH	HINDI	SANSKRIT & MARATHI	MATHEMATICS	SCIENCE	SOC. SCIENCE
<b>CLASS VI</b>	ENGLISH	HINDI	SANSKRIT & MARATHI	MATHEMATICS	SCIENCE	SOC. SCIENCE
<b>CLASS VII</b>	ENGLISH	HINDI	SANSKRIT	MATHEMATICS	SCIENCE	SOC. SCIENCE
<b>CLASS VIII</b>	ENGLISH	HINDI	SANSKRIT	MATHEMATICS	SCIENCE	SOC. SCIENCE
<b>CLASS IX</b>	ENGLISH	HINDI /SANSKRIT	MATHEMATICS	SCIENCE	SOC. SCIENCE	
<b>CLASS X</b>	ENGLISH	HINDI /SANSKRIT	MATHEMATICS	SCIENCE	SOC. SCIENCE	

Class-wise and Subject-wise:

Number of Grades and Subjects Allocation						
Class Name	section	No of. Students	Class In charge	Subjects	Period	Teacher Name
<b>Nursery</b>			VAIDEHI KERKAR	ENGLISH		VAIDEHI KERKAR
				MATHEMATICS		VAIDEHI KERKAR
				GAMES		MRS. REGINA
				ARTS		MRS. REGINA
				CRAFT		MRS. REGINA
<b>JR. K. G</b>	A		MRS. SWEEDAL NAIR	ENGLISH		MRS. SWEEDAL NAIR
				HINDI		MRS. SWEEDAL NAIR
				MATHEMATICS		MRS. SWEEDAL NAIR
				EVS		MRS. SWEEDAL NAIR
				GAMES		MRS. SWEEDAL NAIR
				ARTS		MRS. SWEEDAL NAIR
				CRAFT		MRS. UZMA KHAN
<b>JR. K.G</b>	B		MRS. UZMA KHAN	ENGLISH		MRS. UZMA KHAN

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				HINDI		MRS.UZMA KHAN
				MATHEMATICS		MRS.UZMA KHAN
				EVS		MRS.UZMA KHAN
				GAMES		MRS.UZMA KHAN
				ARTS		MRS.UZMA KHAN
				CRAFT		MRS.UZMA KHAN
<b>SR. K.G</b>	A		MRS. SWATI KOSAMBI	ENGLISH		MRS. SWATI KOSAMBI
				HINDI		MRS. SWATI KOSAMBI
				MATHEMATICS		MRS. SWATI KOSAMBI
				EVS		MRS. SWATI KOSAMBI
				GAMES		MRS. SWATI KOSAMBI
				ARTS		MRS. SWATI KOSAMBI
				CRAFT		MRS. SWATI KOSAMBI
<b>SR. K.G</b>	B		MRS. ANNIE D' BRITTO	ENGLISH		MRS.ANNIE D'BRITTO
				HINDI		MRS.ANNIE D'BRITTO
				MATHEMATICS		MRS.ANNIE D'BRITTO
				EVS		MRS.ANNIE D'BRITTO
				GAMES		MRS.ANNIE D'BRITTO
				ARTS		MRS.ANNIE D'BRITTO
				CRAFT		MRS.ANNIE D'BRITTO
<b>1</b>	A	38	MRS. STEFFY MENDES	ENGLISH		MRS. MISHEAL PEREIRA
				HINDI		MRS.STEPHY MENDIS
				MARATHI		MRS. RASIKA RODRIGUES
				MATHEMATICS		MRS. RASIKA RODRIGUES
				EVS		MRS. STEPHY MENDIS
				COMPUTER		MISS. BINAL SHAH
				ARTS		MR. MAYUR AJINKYA
				MUSIC		MR. MAYUR AJINKYA
				HPE		MRS.KAMAL RODRIGUES
				MD		MR. MANOJ GOSAVI
				CA		MISS.JERINA LOPES
<b>1</b>	B	38	MRS. RASIKA RODRIGUES	ENGLISH		MRS. MISHEAL PEREIRA
				HINDI		MRS.STEPHY MENDIS
				MARATHI		MRS. RASIKA RODRIGUES
				MATHEMATICS		MRS. RASIKA RODRIGUES
				EVS		MRS. STEPHY MENDIS
				COMPUTER		MISS. BINAL SHAH
				ARTS		MR. MAYUR AJINKYA
				MUSIC		MR. MAYUR AJINKYA

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				HPE		MRS.KAMAL RODRIGUES
				MD		MR. MANOJ GOSAVI
				CA		MISS. JERINA LOPES
<b>2</b>	<b>A</b>	<b>44</b>	<b>MISS JERINA LOPES</b>	ENGLISH		MRS. SUJATA SHAH
				HINDI		MRS. SUJATHA SHAH
				MARATHI		MRS. KAMAL RODRIGUES
				MATHEMATICS		MISS.JERINA LOPES
				EVS		
				COMPUTER		MISS.BINAL SHAH
				ARTS		MR. MAYUR AJINKYA
				MUSIC		MR.MAYUR AJINKYA
				HPE		MRS.KAMAL RODRIGUES
				MD		MR.SACHIN GIRANE
				CA		MISS. JERINA LOPES
				<b>2</b>	<b>B</b>	<b>42</b>
HINDI		MISS.JERINA LOPES				
MARATHI		MRS. KAMAL RODRIGUES				
MATHEMATICS		MISS.JERINA LOPES				
EVS		MISS. JERINA LOPES				
COMPUTER		MISS.BINAL SHAH				
ARTS		MR. MAYUR AJINKYA				
MUSIC		MR. MAYUR AJINKYA				
HPE		MR. SACHIN GIRANE				
MD		MR. MANOJ GOSAVI				
CA		MISS. JERINA LOPES				
<b>3</b>	<b>A</b>	<b>39</b>	<b>MISS SIMRAN D' MELLO</b>			
				HINDI		MRS. MANISHA KHARE
				MARATHI		MRS. KAMAL RODRIGUES
				SCIENCE		MISS MISHEAL CARVALO
				SOCIAL SCIENCE		MISS SIMRAN D'MELLO
				MATHEMATICS		MISS BINAL SHAH
				COMPUTER		MRS. BLESSINA LOPES
				ARTS		MR. JOHN D'CUHNA
				MUSIC		MR. MAYUR AJINKYA
				HPE		MR. SACHIN GIRANE
				MD		MRS. KAMAL RODRIGUES
				CA		MISS. SIMRAN DMELLO
<b>3</b>	<b>B</b>	<b>40</b>	<b>MISS BINAL SHAH</b>	ENGLISH		MISS. RILCY COLACO
				HINDI		MRS. MANISHA KHARE
				MARATHI		MRS. KAMAL RODRIGUES

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				SCIENCE		MISS MISHEAL CARVALO
				SOCIAL SCIENCE		MISS SIMRAN D'MELLO
				MATHEMATICS		MISS BINAL SHAH
				COMPUTER		MRS. BLESSINA LOPES
				ARTS		MR. JOHN D'CUHNA
				MUSIC		MR. MAYUR AJINKYA
				HPE		MR. MANOJ GOSAVI
				MD		MR. JOHN D'CUHNA
				CA		MISS SIMRAN DMELLO
<b>4</b>	<b>A</b>	<b>41</b>	<b>MRS.KAMAL RODRIGUES</b>	ENGLISH		MRS. MISHEAL PERIERA
				HINDI		MRS. MANISHA KHARE
				MARATHI		MRS. KAMAL RODRIGUES
				SCIENCE		MISS SIMRAN D'MELLO
				SOCIAL SCIENCE		MISS SIMRAN D'MELLO
				MATHEMATICS		MISS BINAL SHAH
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				MUSIC		MR. MAYUR AJINKYA
				HPE		MR. MANOJ GOSAVI
				MD		MRS. KAMAL RODRIGUES
				CA		MISS. SIMRAN DMELLO
<b>4</b>	<b>B</b>	<b>40</b>	<b>MRS. MISHEAL PERIERA</b>	ENGLISH		MRS. MISHEAL PERIERA
				HINDI		MRS. MANISHA KHARE
				MARATHI		MRS. KAMAL RODRIGUES
				SCIENCE		MISS SIMRAN D'MELLO
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				MUSIC		MR. MAYUR AJINKYA
				HPE		MR. SACHIN GIRANE
				MD		MR. MANOJ GOSAVI
				CA		MISS SIMRAN DMELLO
<b>5</b>	<b>A</b>	<b>38</b>	<b>MISS. MISHEL CARVALHO</b>	ENGLISH		MRS DOSPHINA ANDRANDES
				HINDI		MRS VIJAYA VISHWAKARMA
				MARATHI		MRS STEPHY MENDIS
				SANSKRIT		MRS MANISHA KAHERE
				SCIENCE		MRS MISHEAL CARVALO
				SOCIAL SCIENCE		MISS RILCY COLLASO

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				MATHEMATICS	MISS. PAYAL TOPPO
				COMPUTER	MRS. BLESSINA LOPES
				ARTS	MR. JOHN D'CUHNA
				MUSIC	MR. MAYUR AJINKYA
				HPE	MR SACHIN GIRANE
				MD	MR. JOHN D'CUHNA
				CA	MISS SIMRAN DMELLO
<b>5</b>	<b>B</b>	<b>37</b>	<b>MRS.MANISHA KHARE</b>	ENGLISH	MRS DOSPHINA ANDRANDES
				HINDI	MRS VIJAYA VISHWAKARMA
				MARATHI	MRS STEPHY MENDIS
				SANSKRIT	MRS MANISHA KAHRE
				SCIENCE	MRS MISHEAL CARVALO
				SOCIAL SCIENCE	MISS RILCY COLLASO
				MATHEMATICS	MISS. PAYAL TOPPO
				COMPUTER	MRS. BLESSINA LOPES
				ARTS	MR. JOHN D'CUHNA
				MUSIC	MR. MAYUR AJINKYA
				HPE	MR. MANOJ GOSAVI
				MD	MRS. KAMAL RODRIGUES
				CA	MISS. SIMRAN D'MELLO
<b>6</b>	<b>A</b>	<b>35</b>		<b>MISS. RILCY COLACO</b>	ENGLISH
			HINDI		MRS. VIJAYA VISHWAKARMA
			MARATHI		MRS.RASIKA RODRIGUES
			SANSKRIT		MR. SHEETLAPRASAD TIWARI
			MATHEMATICS		MISS.SWEDAL DSOUZA
			SCIENCE		MISS. PAYAL TOPPO
			SOCIAL SCIENCE		MISS. RILCY COLACO
			COMPUTER		MRS. BLESSINA LOPES
			ARTS		MR. JOHN D'CUHNA
			MUSIC		MR. MAYUR AJINKYA
			HPE		MR. MANOJ GOSAVI
			MD		MR. JOHN D'CUHNA
			CA		MISS. SIMRAN DMELLO
<b>6</b>	<b>B</b>	<b>37</b>	<b>MISS. PAYAL TOPPO</b>		ENGLISH
				HINDI	MRS. VIJAY VISHWAKARMA
				MARATHI	MRS. RASIKA RODRIGUES
				SANSKRIT	MR. SHEETLAPRASAD TIWARI
				MATHEMATICS	MISS. SWEDAL DSOUZA
				SCIENCE	MISS. PAYAL TOPPO



**ANNUAL PEDAGOGICAL PLAN FOR SESSION 2021-22**

				SOCIAL SCIENCE	MISS. RILCY COLLASO
				COMPUTER	MRS. BLESSINA LOPES
				ARTS	MR. JOHN D'CUHNA
				MUSIC	MR. MAYUR AJINKYA
				HPE	MR. SACHIN GIRANE
				MD	MRS.KAMAL RODRIGUES
				CA	MISS. SIMRAM DMELLO
<b>7</b>	<b>A</b>	<b>42</b>	<b>MISS. VIJAYA VISHWAKARMA</b>	ENGLISH	MRS. DOSPHINA ANDRANDES
				HINDI	MRS. VIJAYA VISHWAKARMA
				SANSKRIT	MR. SHEETALAPRASAD TIWARI
				MATHEMATICS	MRS.MITALI NAIK
				SCIENCE	MRS. SHACHI MEHRA
				SOCIAL SCIENCE	MRS. SUPERNA JAISWAL
				COMPUTER	MRS. BLESSINA LOPES
				ARTS	MR. JOHN D'CUHNA
				MUSIC	MR. MAYUR AJINKYA
				HPE	MR. SACHIN GIRANE
				MD	MR. MANOJ GOSAVI
<b>7</b>	<b>B</b>	<b>40</b>	<b>MRS. DOSPHINA ANDRANDES</b>	ENGLISH	MRS.DOSPHINA ANDRANDES
				HINDI	MRS.VIJAYA VISHWAKARMA
				SANSKRIT	MR. SHEETALAPRASAD TIWARI
				MATHEMATICS	MRS. MITALI NAIK
				SCIENCE	MRS. SHACHI MEHRA
				SOCIAL SCIENCE	MRS. SUPERNA JAISWAL
				COMPUTER	MRS. BLESSINA LOPES
				ARTS	MR. JOHN D'CUHNA
				MUSIC	MR. MAYUR AJINKYA
				HPE	MR. SACHIN GIRANE
			MD	MR. MANOJ GOSAVI	
<b>8</b>	<b>A</b>	<b>35</b>	<b>MR. VIPIN CHANDRA PANDEY</b>	ENGLISH	MRS. HEMAMALINI RAJGOPALAN
				HINDI	MR. VIPIN PANDEY
				SANSKRIT	MR. SHEETALAPRASAD TIWARI
				MATHEMATICS	MISS. PAYAL TOPPO
				SCIENCE	MISS. SWEEDAL DSOUZA
				SOCIAL SCIENCE	MRS.DOSPHINA ANDRANDES
				COMPUTER	MRS. BLESSINA LOPES
				ARTS	MR. JOHN D'CUHNA
				MUSIC	MR. MAYUR AJINKYA
			HPE	MR. MANOJ GOSAVI	

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				MD	MR. SACHIN GIRANE
<b>8</b>	B	36	MRS. HEMAMALINI R.	ENGLISH	MRS. HEMAMALINI RAJGOPALAN
				HINDI	MR. VIPINCHANDRA PANDEY
				SANSKRIT	MR. SHEETALAPRASAD TIWARI
				MATHEMATICS	MISS. PAYAL TOPPO
				SCIENCE	MISS. SWEEDAL DSOUZA
				SOCIAL SCIENCE	MRS.DOSPHINA ANDRANDES
				COMPUTER	MRS. BLECINA LOPES
				ARTS	MR. JOHN D'CUHNA
				MUSIC	MR. MAYUR AJINKYA
				HPE	MR. MANOJ GOSAVI
				MD	MR. SACHIN GIRANE
<b>9</b>	A	30	MISS. SWEEDAL D' SOUZA	ENGLISH	MRS. HEMAMALINI RAJGOPALAN
				HINDI	MR. VIPIN CHANDRA PANDEY
				SANSKRIT	MR. SHEETALAPRASAD TIWARI
				MATHEMATICS	MISS.SWEDAL DSOUZA
				SCIENCE	MISS. SHACHI MEHRA
				SOCIAL SCIENCE	MRS. SUPERNA JAISWAL
				IT	MRS. BLECINA LOPES
				ARTS & MUSIC	MR. JOHN D'CUHNA
				FMM	MISS BINAL SHAH
				HPE	MR. MANOJ GOSAVI
				MD	MRS. KAMAL RODRIGUES
<b>9</b>	B	31	MRS.SHACHI MEHRA	ENGLISH	MRS. HEMAMALINI RAJGOPALAN
				HINDI	MR. VIPIN CHANDRA PANDEY
				SANSKRIT	MR. SHEETALAPRASAD TIWARI
				MATHEMATICS	MRS.MITALI NAIK
				SCIENCE	MRS. SHACHI MEHRA
				SOCIAL SCIENCE	MRS. SUPERNA JAISWAL
				IT	MRS. BLECINA LOPES
				ARTS & MUSIC	MR. JOHN D'CUHNA
				FMM	MISS BINAL SHAH
				HPE	MR. MANOJ GOSAVI
				MD	MRS. KAMAL RODRIGUES
<b>10</b>	A	39	MRS. SUPARNA JAISWAL	ENGLISH	SR. NAMRATA MACWAN
				HINDI	MR. VIPIN CHANDRA PANDEY
				SANSKRIT	MR. SHEETALAPRASAD TIWARI
				MATHEMATICS	MRS. MITALI NAIK
				SCIENCE	MRS. SHACHI MEHRA

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				SOCIAL SCIENCE		MRS. SUPERNA JAISWAL
				IT		MRS. BLECINA LOPES
				ARTS & MUSIC		MR. JOHN D'CUHNA
				FMM		MISS BINAL SHAH
				HPE		MR. MANOJ GOSAVI
				MD		MRS. KAMAL RODRIGUES
<b>10</b>	<b>B</b>	<b>39</b>	<b>MRS. MITALI NAIK</b>	ENGLISH		SR. NAMRATA MACWAN
				HINDI		MR. VIPIN CHANDRA PANDEY
				SANSKRIT		MR. SHEETALAPRASAD TIWARI
				MATHEMATICS		MRS. MITALI NAIK
				SCIENCE		MRS. SHACHI MEHRA
				S. SCIENCE		MRS. SUPERNA JAISWAL
				IT		MRS. BLECINA LOPES
				ARTS & MUSIC		MR. JOHN D'CUHNA
				FMM		MISS BINAL SHAH
				HPE		MR. MANOJ GOSAVI
				MD		MRS. KAMAL RODRIGUES

**TEACHER'S TIMETABLE**

TEACHER	MONDAY	TUESDAY	WEDNESDAY	THURDAY	FRIDAY	SATURDAY
<b>BINAL SHAH</b>	MATHS	MATHS	COMPUTER/ FMM	MATHS	MATHS/ COMPUTER	FMM
<b>BLESSINA LOPES</b>	COMPUTER	COMPUTER	FMM/IT	COMPUTER	FMM/IT	
<b>DOSPINA ANDRENDES</b>	ENGLISH	ENGLISH	ENGLISH/S.S CI	S. SCIENCE	S.SC/ ENGLISH	
<b>HEMAMALINI RAJGOPALAN</b>	ENGLISH	ENGLISH	ENGLISH	ENGLISH	ENGLISH	
<b>JERINA LOPES</b>	EVS/MATHS	EVS/MATHS	EVS/MATHS	EVS/MATHS	EVS/MATHS	
<b>JOHN D'CUHNA</b>	ART	ART	ART	ART	ART	
<b>KAMAL RODRIGUES</b>	MARATHI	MARATHI	MARATHI	MARATHI	MARATHI	
<b>MANISH KHARE</b>	HINDI	HINDI/ SANSKRIT	HINDI	HINDI	HINDI	
<b>MANOJ GOSAVI</b>	PHY. EDUCATION	PHY. EDUCATION	PHY. EDUCATION	PHY. EDUCATION	PHY. EDUCATION	
<b>MAYUR AJJKAYA</b>	ART	ART	ART	ART		
<b>MITALI NAIK</b>	MATHS	MATHS	MATHS	MATHS	MATHS	
<b>MISHEL CARVILLO</b>	MATHS/SCI ENCE	MATHS/SCIE NCE	MATHS/SCIE NCE	SCIENCE/MA THS	SCIENCE	
<b>MISHEAL PERIRA</b>	ENGLISH	ENGLISH	ENGLISH	ENGLISH	ENGLISH	
<b>SR. NAMRATA MACWAN</b>	ENGLISH		ENGLISH		ENGLISH	
<b>RASIKA RODRIGUES</b>	MATHS	MATHS/ MARATHI	MATHS/ MARATHI	MATHS/ MARATHI	MATHS	
<b>PAYAL TOPPO</b>	MATHS/SCI ENCE	MATHS/SCIE NCE	MATHS	SCIENCE/MA THS	MATHS	
<b>RILCY COLASO</b>	ENGLISH/SO C.SCIENCE	ENGLISH /SOC.SCIENCE	ENGLISH /SOC.SCIENCE	ENGLISH /SOC.SCIENCE	ENGLISH /SOC.SCIENCE	
<b>SACHIN GIRANA</b>		PHY. EDU.	PT	PT	PT	PT

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<b>SHACHI MEHRA</b>	SCIENCE	SCIENCE	SCIENCE	SCIENCE	SCIENCE	
<b>SWEEDAL D'SOUZA</b>	MATHS/SCIENCE	MATHS/SCIENCE	MATHS/SCIENCE	SCIENCE/MATHS	MATHS/PHY.	
<b>SIMRAN D'MELLO</b>	SOC.SCIENCE	SOC.SCI/SCIENCE	SCIENCE	SOC.SCI/SCIENCE	SOC.SCI/SCIENCE	
<b>STEPHY MENDES</b>	HINDI/ EVS	EVS	EVS/ HINDI	HINDI / MARATHI	EVS/ HINDI	
<b>SUJATA SHAH</b>	ENGLISH	ENGLISH/HINDI	ENGLISH/HINDI	ENGLISH	ENGLISH/HINDI	
<b>SUPARNA JAISWAL</b>	SOC. SCIENCE	SOC. SCIENCE	SOC. SCIENCE	SOC. SCIENCE	SOC. SCIENCE	
<b>VIPIN PANDEY</b>	HINDI	HINDI	HINDI	HINDI	HINDI	
<b>VIJAYA VISHWAKARMA</b>	HINDI	HINDI	HINDI	HINDI	HINDI	
<b>SHITLAPRASAD TIWARI</b>	SANSKRIT	SANSKRIT	SANSKRIT	SANSKRIT	SANSKRIT	

**CLASS TIMETABLE**

**SCHEDULE FOR ONLINE TEACHING FOR CLASS 1 TO 10 FOR THE ACADEMIC YEAR 2021-22**

<b>I A</b>	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
8.30-9.15	MATH	ENG	1A ENG	1A MATH	1A EVS	
9.45-10.30	HIN	1A MARA	HIN	HIN	1A COMP	
11.00-12.00	ENG	1A EVS	1A MATH	1A ENG	1A MATH	HPE/PT
				1A DRAWING video		
<b>I B</b>	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
8.30-9.15	HIN	1B MATH	1B EVS	1B ENG	1B ENG	
9.45-10.30	1B MATH	1B EVS	1B COMP	1B MARA	1B MATH	
11.00-12.00	1B EVS	1B ENG	1B HIN	1B MATH	HIN	HPE/PT
	1B DRAWING video					
<b>II A</b>	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
8.30-9.15	MARATHI	ENG	MATH	COMPUTER	MARATHI	
9.45-10.30	MATH	EVS	HIN	EVS	MATH	HPE/PT
11.00-12.00	ENG	HIN	EVS	ENG	ENG	
		DRAWING video				
<b>II B</b>	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
8.30-9.15	EVS	MATH	ENG	MATH	EVS	
9.45-10.30	ENG	HIN	COMPUTER	ENG	HIN	HPE/PT
11.00-12.00	MATH	MARATHI	HIN	MARATHI	MATH	
			DRAWING video			
<b>III A</b>	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
7.30-8.30	MATHS	HIN	ENGLISH	MARATHI	SCIENCE	HPE/PT
9.00-10.00	ENGLISH	MARATHI	HIN	ENGLISH	HIN	
10.30-11.30	SSCIENCE	MATHS	SSCIENCE	MATHS	MATH	BLECINA IT 3
12.00-1.00	SCIENCE	ENGLISH	SCIENCE	S.SC 3A	DRAW 3A	
<b>III B</b>	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
7.30-8.30	SSCIENCE	ENGLISH	DRAW 3B	MATHS	MATHS	BLECINA IT 3
9.00-10.00	MATHS	SCIENCE	SSCIENCE	HIN	ENGLISH	
10.30-11.30	HIN	HIN	MARATHI	SCIENCE	SCIENCE	HPE/PT
12.00-1.00	ENGLISH	MATHS	ENGLISH	MARATHI	SSCIENCE	
<b>IV A/ B</b>	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
7.30-8.30	ENGLISH	MATHS	MATHS	HIN	HIN	
9.00-10.00	IT4	SSCIENCE	MARATHI	SSCIENCE	SCIENCE	HPE/PT
10.30-11.30	MATHS	SCIENCE	ENGLISH	SCIENCE	ENGLISH	ART
12.00-1.00	SSCIENCE	ENGLISH	HIN	MATHS	MARATHI	

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<b>V A/ B</b>	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
7.30-8.30	ENGLISH	ENGLISH	MATHS	SCIENCE	MATHS	
9.00-10.00	HIN	SSCIENCE	SSCIENCE	HIN	SCIENCE	HPE/PT
10.30-11.30	MATHS	SCIENCE	HIN	MATHS	SSCIENCE	ART
12.00-1.00	ITS	SAN	ENGLISH	MARATHI	ENGLISH	
<b>VI A/B</b>	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
7.30-8.30	MATHS	HIN	MARATHI	SCIENCE	SSCIENCE	
9.00-10.00	ENGLISH	SCIENCE	HIN	MATHS	MATHS	HPE/PT
10.30-11.30	SSCIENCE	SAN	MATHS	SSCIENCE	SAN	ART
12.00-1.00	SCIENCE	ENGLISH	ENGLISH	IT	HIN	
<b>VII A/B</b>	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
7.30-8.30	SAN	SCIENCE	SSCIENCE	HIN	SSCIENCE	
9.00-10.00	SCIENCE	HIN	ENGLISH	SSCIENCE	ENGLISH	
10.30-11.30	MATHS	SSCIENCE	SCIENCE	MATHS	HIN	HPE/PT
12.00-1.00	ENGLISH	ART	MATHS	SAN	IT	
<b>VIII A/B</b>	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
7.30-8.30	HIN	MATHS	SSCIENCE	ENGLISH	SSCIENCE	
9.00-10.00	MATHS	ENGLISH	ENGLISH	HIN	HIN	
10.30-11.30	SCIENCE	SCIENCE	MATHS	SAN	MATHS	ART
12.00-1.00	SAN	IT	SCIENCE	SSCIENCE	HPE/PT	
<b>IX A/B</b>	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
7.30-8.30	SUPARNA	SWEDAL MATH IX	MATHS	SCIENCE	HIN/SAN	
9.00-10.00	MATHS	IX SSC GEO/POLISC	HIN/SAN	IX SSC GEO/POLISC	SHACHI	IT/FMM IX
10.30-11.30	HIN/SAN	SCIENCE	SUPARNA	ENGLISH	ENGLISH	
12.00-1.00	ENGLISH	SACHIN IX	JOHN D IX	SWEDAL MATH IX	SWEDAL PHY9	
<b>X A/B</b>	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
7.30-8.30	SCIENCE	MATHS	HIN/SAN	SSCIENCE	MATHS	
9.00-10.00	ENGLISH	SSCIENCE	MATHS	MATHS	ENGLISH	
10.30-11.30	AVINASH PHY	AVINASH PHY	ENGLISH	SCIENCE	SSCIENCE	
12.00-1.00	SSCIENCE	HIN/SAN	IT/FMM	ART ED	SCIENCE	HPE

## **STUDENT DEVELOPMENT PLAN**

### School Students Rules

1. A student should carry his / her calendar to school every day. It must have his / her photograph with complete information duly signed by parents / guardians.
2. Students should reach the school at least 5 minutes before the bell timing.
3. In case, the child is being picked up by a person other than the Parent / Nominee, a prior written permission must be taken from school authority.
4. Students should refrain from carrying valuable items to school. Although every care will be taken of the student's property, the school will not be responsible for any theft or loss of the same.

5. Any kind of damage done by the student to the school property within the school premises must be reported to the Principal. Damage of any kind is subject to a fine or payment for replacement / repairs.
6. School management reserves the right to suspend / expel students whose conduct is harmful to the other students or to the school.
7. Students should greet their seniors and teachers and give them due respect at all times. Bullying and inappropriate language is not allowed in the school.
8. The students are to walk smartly in a queue and maintain silence whenever they move about in the corridors. They must also ensure that they keep to the left while walking in the corridors or on the stairs.
9. Every student must have a minimum of 90% attendance to be promoted to the next class (unless medically advised to take rest).
11. Once a child has come to the school, he / she should not be asked to come home on half day leave or leave for any period. In case of any emergency, the parent / guardian may collect the child from the school personally.
12. Students should get the notes, circulars signed by their parents / guardians and return them to the class teachers.
13. No student shall indulge in any of the following practices, namely-
  - (a) Disfiguring or otherwise damaging any school property.
  - (b) Rowdy and rude behaviour.
  - (c) Use of violence in any form.
  - (d) Casteism, communalism or the practice of untouchability.
14. No books other than text books should be brought to the school.
15. Bringing electronic gadgets like cell phones, cameras etc., is strictly forbidden.
16. Use of hair shaping gel is strictly prohibited.

### **Disciplinary Issues and Punitive Measures**

In any effort streamlining the discipline of the school mores, a system of discipline notes is being introduced. You are hereby advised to note on following:

Sr. No	Disciplinary Issues	Punitive Measures
1	Caught loitering twice in the corridor without teacher pass.	Remark by in charge Discipline teacher

<b>2</b>	Missing from class twice without reason	-----do-----
<b>3</b>	Using abusive language	-----do-----
<b>4</b>	Physical assault and caught fighting and Beating	Remark by principal
<b>5</b>	Stealing	-----do-----
<b>6</b>	Misdemeanor issues dealing with opposite sex	-----do-----
<b>7</b>	Damage to school property	Remark + payment for the damage
<b>8</b>	Three remarks will automatically lead to Principal's remark.	Principal's remark
<b>9</b>	Two Principal's remark will automatically lead to written memo in presence of parent.	Written memo
<b>10</b>	Two written memos will automatically lead to further punitive measures.	

## **TEACHER DEVELOPMENT PLAN**

### Teacher Needs Assessment & Training

Periodic teachers training needs assessment is to be conducted by the school via:

01. Mock teaching meetings with all and Principal to identify challenges and training needs
02. Feedback reports and classroom observations
03. Training needs for new competencies and capacity building as envisioned by the Principal
04. Mandatory trainings as identified by the Central Board of Secondary Education (CBSE)

### **Teacher training schedule**

<b>Teacher training Topic/activity</b>	<b>Proposed date/ Week /month</b>	<b>Target group</b>	<b>Learning outcome</b>
<b>Lesson planning strategies</b>	April	Teachers	*creating lesson plans based on learning outcomes and competencies

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			*using different formative assessment tools with rubrics to understand student learning *creating a resource bank related to the topic
<b>Overcoming barriers to inclusive education</b>	April	All teachers	*teachers to learn about inclusive education and sensitize them on special education needs *strategies for inclusive education
<b>Capacity building program</b>	July	Class 6 to 10 teachers	Career guidance for it to be shared with students
<b>Joyful mathematics workshop</b>	August	Mathematics teachers for class 1 to 10	Subject enrichment for mathematics teachers
<b>Active learning strategies &amp; experiential learning</b>	September	All teachers	Learn and demonstrate active learning strategies for creative engaging lp's and co-constructing learning with students.
<b>Using clubs and extra-curricular activities for integrated and inter-disciplinary learning</b>	September	All teachers	Integration of activities of science, drama and eco clubs to do cross-disciplinary learning
<b>Assessment strategies</b>	September	All teachers	Assessment for learning
<b>Subject enrichment workshops (language, mathematics and sciences)</b>	December	All teachers	Subject specific breakout sessions for enrichment

**In house Teachers Training to be conducted year 2021-22**

English	Teaching Strategies /Methodologies in English (Listening)
English	Teaching Strategies /Methodologies in English (Speaking)
English	Teaching Strategies /Methodologies in English (Reading)
English	Teaching Strategies /Methodologies in English (Writing)
English	Bloom's Taxonomy and its Application in English
English	Essentials of a Lesson Plan in English
English	Literature in Language Classroom (Using Literary Components in Development of LSRW)
English	Assessment in English
English	Analytical Writing



English	Integration of Art in English Teaching
Mathematics	Bloom's Taxonomy and its Application in Mathematics
Mathematics	Essentials of a Lesson Plan in Mathematics
Mathematics	Enhancing Practical Skills and Projects in Mathematics
Mathematics	Integration of ART in Mathematics
Mathematics	Innovative Pedagogy in Mathematics
Mathematics	Joyful Assessment of Mathematics
Physics	Integration of ICT in Teaching of Physics
Physics	Integration of Arts in physics
Science	Essentials of a Lesson Plan in science
Science	Integration of ICT in Teaching of science
Science	Integration of Art in Science
	Understanding Stress
	Stress Management Techniques
	Priority Management
	Addressing Child Sexual Abuse
	POCSO ACT -2020
	Time Management
	Happy Teachers Creating Happy Spaces
	Mass Media and Values
	KOLB'S Cycle of Experiential Learning
	Integration of Local Arts into Teaching
	Exploring Experiential Learning through Projects
	Story Telling as Pedagogy
	All Teacher as Inclusive Teachers
	Inclusive vs Remedial Teaching

## LESSON PLANS

<a href="#">English</a> CLICK ON THE LINK	<a href="#">Hindi</a> CLICK ON THE LINK	<a href="#">Marathi</a> CLICK ON THE LINK
<a href="#">Sanskrit</a> CLICK ON THE LINK	<a href="#">Mathematics</a> CLICK ON THE LINK	<a href="#">Science</a> CLICK ON THE LINK
<a href="#">Social Science</a> CLICK ON THE LINK	<a href="#">Arts</a> CLICK ON THE LINK	<a href="#">HPE</a> CLICK ON THE LINK
<a href="#">Music</a> CLICK ON THE LINK	<a href="#">Evs</a> CLICK ON THE LINK	<a href="#">Computer</a> CLICK ON THE LINK

## SYLLABUS DIVISION

Number of Grades	Grade wise number of subjects	Subject wise number of instructional modules
STD. I	ENGLISH	10
	HINDI	24

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	MARATHI	23
	MATHEMATICS	14
	EVS	13
STD.II	ENGLISH	10
	HINDI	15
	MARATHI	42
	MATHEMATICS	14
	EVS	13
STD. III	ENGLISH	10
	HINDI	14
	MARATHI	22
	MATHEMATICS	12
	SCIENCE	9
	SOCIAL SCIENCE	9
STD. IV	ENGLISH	10
	HINDI	14
	MARATHI	38
	MATHEMATICS	14
	SCIENCE	8
	SOCIAL SCIENCE	8
STD .V	ENGLISH	10
	HINDI	18
	SANSKRIT	21
	MATHEMATICS	12
	SCIENCE	8
	SOCIAL STUDIES	7
STD .VI	ENGLISH – HONEY SUCKLE	10
	ENGLISH- A PACT WITH THE SUN	10
	HINDI -VASANT BAHG I	17
	HINDI- BAL RAMKATHA	12
	SANSKRIT	15
	MATHEMATICS	15
	SCIENCE	16
	SOCIAL SCIENCE -OUR PAST HISTORY	12
	SOCIAL SCIENCE -THE EARTH OUR HABITATE-GEOGROPHY	8
	SOCIAL SCIENCE- SOCIAL & POLITICAL LIFE	9

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STD.VII	ENGLISH – HONEY COMB	10
	ENGLISH – AN ALIEN HAND	10
	HINDI – VASANT II	20
	HINDI – BAL MAHABHARAT KATHA	1 TO 41
	SANSKRIT	15
	MATHEMATICS	15
	SCIENCE	18
	SOCIAL SCIENCE -OUR PAST II	10
	SOCIAL SCIENCE- OUR ENVIRONMENT -GEOGROPHY	10
	SOCIAL SCIENCE – SOCIAL & POLITICAL LIFE II	10
STD.VIII	ENGLISH -HONEY DEW	10
	ENGLISH - IT SO HAPPENED	10
	HINDI - VASANT	18
	HINDI – BHARAT KI KHOJ	9
	SANSKRIT	15
	MATHEMATICS	16
	SCIENCE	18
	SOCIAL SCIENCE – OUR PAST III PART I	6
	SOCIAL SCIENCE – OUR PAST III PART II	6
	SOCIAL SCIENCE -RESOURCE & DEVELOPMENT - GEOGROPHY	6
	SOCIAL SCIENCE – SOCIAL & POLITICAL LIFE	10
STD.IX	ENGLISH-BEEHIVE	11
	ENGLISH- MOMENTS	10
	HINDI - SPARSH	11
	HINDI - SANCHAYAN	4
	SANSKRIT	12
	MATHEMATICS	15
	SCIENCE	15
	SOCIAL SCIENCE-INDIA & COMTEMPRARY WORLD	5
	SOCIAL SCIENCE- ECONOMICS	4
	SOCIAL SCIENCE – DEMOCRETIC POLITICS	5
	SOCIAL SCIENCE – CONTEMPORARY INDIA -I(GEOGRAPHY)	6

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STD.X	ENGLISH - BEEHIVE	11
	ENGLISH - FOOT PRINTS WITHOUT BOOT ESSENTIALS OF ENGLISH GRAMMER	10
	HINDI -SPARSH	14
	HINDI -SANCHAYAN	3
	SANSKRIT	12
	MATHEMATICS	15
	SCIENCE	16
	SOCIAL SCIENCE-INDIA & CONTEMPORARY WORLD II	5
	SOCIAL SCIENCE-CONTEMPROPY INDIA -GEOGROPHY	7
	SOCIAL SCIENCE- UNDERSTANDING ECONOMIC DEVELOPMENT	5
	SOCIAL SCIENCE- DEMOCRATIC POLITICS II	8

**Planner for the month of \_\_\_\_\_ 2021(annual planning)**

Class	Week-1	Week-2	Week-3	Week-4	Week-5

**Lesson Plan (Weekly) Date: from \_\_\_\_\_ to \_\_\_\_\_ (weekly logbook and lesson plans)**

Class/Subjects	Lesson No./topic to be taught	Learning objective	Lesson plan delivery (Method & teaching Aids)

**Observations of teacher at the end of week**

Amount of syllabus taught	Home Assignment	Observation by teacher	Remarks

- **Special efforts to improve weak students**

Name of students	Class & Section	Sub needing Improvement	Action Taken


**ASSESSMENT ACTIVITIES**

Process in Assessment

The Four Steps of the Assessment Cycle

**Step 1: Clearly define and identify the learning outcomes**

Each lesson should formulate between 3 and 5 learning outcomes that describe what students should be able to do (abilities), to know (knowledge), and appreciate (values and attitudes) following completion of the program. The learning outcomes for each program will include outcomes addressing community engagement, cultural competence, and leadership.

**Step 2: Select appropriate assessment measures and assess the learning outcomes**

Multiple ways of assessing the learning outcomes are usually selected and used. Although direct and indirect measures of learning can be used, it is usually recommended to focus on direct measures of learning. Levels of student performance for each outcome is often described and assessed with the use of rubrics.

**Step 3: Analyze the results of the outcomes assessed**

It is important to analyze and report the results of the assessments in a meaningful way. It is carried out by the principal herself.

**Step 4: Adjust or improve programs following the results of the learning outcomes assessed**

This step is a critical step of the assessment process. The assessment process has failed if the results do not lead to adjustments or improvements in programs.

**Assessment Methods**

Assessment methods are the strategies, techniques, tools and instruments for collecting information to determine the extent to which students demonstrate desired learning outcomes. Several methods should be used to assess student learning outcomes.

### **Direct and indirect methods of assessment**

Direct methods of assessment ask students to demonstrate their learning while indirect methods ask students to reflect on their learning. Tests, essays, presentations, etc. are generally direct methods of assessment, and indirect methods include surveys and interviews.

### **System of Assessment**

- ❖ Classes IX& X Maximum marks 100 per subject:
- ❖ Types of Assessment
  - Year End/Board Examination: 80 marks
  - Internal assessment: 20 marks

Pen paper test	Multiple assessment	Portfolio	Subject Enrichment
2 Pen paper Test	quizzes, oral test, concept map, exit cards, visual expression	(Classwork plus peer assessment, self - assessment, achievements of student in the subject, reflections, narrations, journals, etc.)	<ul style="list-style-type: none"> <li>• Languages:</li> <li>• Mathematics:</li> <li>• Science</li> <li>• Social Science</li> </ul>

### **Subject Enrichment Activities:**

These are subject specific activities aimed at enhancing the understanding and skill of the students. These activities are to be carried out throughout the term; however, they should be evaluated at the term-end.

- Languages:  
Aimed at equipping the learners to develop effective listening and speaking skills. The language teachers may devise their own methods and parameters for assessment of the language.
- Mathematics:  
For the activities of Mathematics, Practical Work and activities in Mathematics may be undertaken as suggested by NCERT syllabus and textbooks.
- Science  
Practical Work and activities in Mathematics may be undertaken as suggested by NCERT syllabus and textbooks.
- Social Science:  
Map or Project Work and activities in Mathematics may be undertaken as suggested by NCERT syllabus and textbooks.

## 2.10 RUBRICS FOR MULTIPLE ASSESSMENT ACTIVITIES 1<sup>TH</sup> TO 10<sup>TH</sup> SUBJECT: SOCIAL STUDIES

### 1. DEBATE:

Student / group	Self confidence marks:4		Originality Marks:4		Self expression Marks: 4		Language Marks:4		Logic Marks:4		Total Marks 20+2=10
	Audience rapport	Body language	Arguments	Clarity of thought	Coherence and cogency	Ability to convince	Vocabulary	Syntax	Analytical ability	Spontaneity	

### 2. CONVERSATION/ DISCUSSION:

Student / group	Group spirit marks:4		Readiness Marks:4		Logical presentation of ideas Marks: 4		Language usage Marks:4		Overall presentation Marks:4	Total Marks 20+2=10
	Confidence	Group Coordination	Subject Knowledge	Self Expression	For	Against	Vocabulary	Syntax		

### 3. WALL MAGAZINE/CHART:

Student / Group	Research Marks:4	Collation Marks:4	Language Marks:4	Presentation Marks:4	Overall Presentation Marks:4	Total Marks 20+2=10

### 4. POWERPOINT PRESENTATION:

Student / Group	Research Marks:4	Audio-Visual (slides) Marks:4	Graphics & Sound Control Marks:4	Relevance to Topic Marks:4	Overall Presentation Marks:4	Total Marks 20+2=10

### 5. PROJECT WORK:

Student / Group	Design and Layout Marks:4	Selection of Material / Research Marks:4	Group Work Marks:4	Richness of Language Marks:4	Overall Presentation Marks:4	Total Marks 20+2=10

### 6. CREATIVE WRITING/ DIARY ENTRY/BOOK REVIEW/ REPORT WRITING

Student / Group	Relevance to topic Marks:4	Originality and freshness of ideas Marks:4	Visualization and imagination Marks:4	Language Marks:4	Use of literary Marks:4	Total marks 20+2=10

### 7. INTERVIEW/ SURVEY

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Student / Group	Questioning skill and body language Marks:5	Language and syntax Marks:5	Communicative skills Marks:5	Subject research Marks:5	Total marks 20+2=10	Remarks

### 8. ASSIGNMENTS (WRITTEN / ORAL)

Student / Group	Research and application Marks:5	Expression & aspects of language Marks:5	Use of it Marks:5	Knowledge & understanding Marks:5	Total marks 20+2=10	Remarks

### 9. QUIZ :

Student / Group	Research Marks:5	Questioning & listening skills Marks:5	Language Marks:5	Relevane to topic Marks:5	Total marks 20+2=10	Remarks

### 10. DRAMATIZATION / ROLE PLAY

Student / Group	VISUALIZATION Marks:5	DIALOGUE DELIVERY Marks:5	ACTING SKILLS Marks:5	LANGUAGE Marks:5	Total Marks 20+2=10	REMARKS

### CLASS PARTICIPATION RUBRIC

Criteria	Parameters				MAXIMUM MARKS
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Attendance/ promptness	Student often late & irregular in class	Sometimes irregular in class	Usually regular in class	Always prompt and regular in class	2
Level of engagement in class	Never contributes to class by offering ideas and asking questions	Rarely contributes to class by offering ideas & asking questions	Sometimes contributes to class by offering ideas and asking questions.	Often contributes to class by offering ideas and asking questions	2
Listening skills	Does not listen when others talk, often interrupts when others speak	Does not listen when others talk	Listens when others talk	Listens when others talk, and incorporates the ideas of others	2
Behaviour	Almost always displays upsetting behaviour during class	Occasionally displays upsetting behaviour	Rarely displays upsetting behaviour	Almost never displays upsetting behaviour during class	2
Preparation	Never prepared for class assignments	Rarely prepared for class assignments	Usually prepared for assignments	Always prepared class assignments	2



<b>Total</b>	<b>10</b>
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### Homework Rubric

Criteria	Parameters				MAXIMUM MARKS
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Assignment completeness	Very few items attempted	Half of the items attempted	Most of the items attempted	All items attempted	2
Accuracy	Very few assignments are correct	Some assignments are correct.	Most of the assignments are correct	All assignments are correct	2
Demonstrated knowledge	Response shows a complete lack of understanding	Response shows some understanding of concept	Shows substantial understanding of concept	Shows complete understanding of concept	2
Legibility	Writing not legible	Writing not legible in places	Marginally legible handwriting	Legible handwriting	2
Timely submission	Never submitted on time	Rarely submitted on time	Usually submitted on time.	Always submitted on time.	2
<b>Total</b>					<b>10</b>

### NOTEBOOK MAINTENANCE RUBRIC

Criteria	Parameters				MAXIMUM MARKS
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
TABLE OF CONTENTS	NO TABLE OF CONTENTS	INCOMPLETE TABLE OF CONTENTS	Included with page numbers	A neat table of contents with date and page numbers	2
CONTENT	MANY SECTIONS OF THE NOTEBOOK ARE MISSING	SOME SECTIONS OF THE NOTEBOOK ARE MISSING	One section of the notebook is missing	No sections. Of the notebook are missing	2
ORGANIZATION	ASSIGNMENTS IN A LOGICAL SEQUENCE	SOME ASSIGNMENTS ARE NOT IN A	One or two assignments are not in a logical sequence	All assignments are kept in a logical sequence	3
PRESENTATION	VERY DISORGANIZED	Below satisfactory condition	Satisfactory condition	Overall notebook is kept very neat	3
<b>Total</b>					<b>10</b>

**Team work Rubric**

Skills	Parameters				Maximum Marks
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Helping / Sharing: The teacher observed the students offering assistance to each other & sharing their ideas/ findings	None of the time	Some of the time	Most of the time	All of the time	2
Listening: The teacher observed students working from each others' ideas	None of the time	Some of the time	Most of the time	All of the time	2
Participating: Te teacher observed each student contributing to the project	None of the time	Some of the time	Most of the time	All of the time	2
Persuading: the teacher observed the students exchanging, defending and rethinking ideas.	None of the time	Some of the time	Most of the time	All of the time	2
Questioning: The teacher observed the students interacting, discussing and posing questions to all members of the team.	None of the time	Some of the time	Most of the time	All of the time	2
<b>Total</b>					<b>10</b>

**Oral assessment Rubric**

Skills	Parameters				Maximum Marks
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Participation: The teacher observed the student is the active participant and raise questions	None of the time	Some of the time	Most of the time	All of the time	2
Response: The teacher observed that the student gives response to questions asked by him/ her.	None of the time	Some of the time	Most of the time	All of the time	2
Correct knowledge: The teacher observed that the student's answer/ response is correct.	None of the time	Some of the time	Most of the time	All of the time	4
Confidence/ expression: The teacher observed the student is able to express knowledge gained.	None of the time	Some of the time	Most of the time	All of the time	2
<b>Total</b>					<b>10</b>

**Subject: Science****CLASS PARTICIPATION RUBRIC**

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Criteria	Parameters				MAXIMUM MARKS
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Attendance/promptness	Student often late & irregular in class	Sometimes irregular in class	Usually regular in class	Always prompt and regular in class	2
Level of engagement in class	Never contributes to class by offering ideas and asking questions	Rarely contributes to class by offering ideas & asking questions	Sometimes contributes to class by offering ideas and asking questions.	Often contributes to class by offering ideas and asking questions	2
Listening skills	Does not listen when others talk, often interrupts when others speak	Does not listen when others talk	Listens when others talk	Listens when others talk, and incorporates the ideas of others	2
Behaviour	Almost always displays upsetting behaviour during class	Occasionally displays upsetting behaviour	Rarely displays upsetting behaviour	Almost never displays upsetting behaviour during class	2
Preparation	Never prepared for class assignments	Rarely prepared for class assignments	Usually prepared for assignments	Always prepared class assignments	2
<b>Total</b>					<b>10</b>

**Homework Rubric**

Criteria	Parameters				MAXIMUM MARKS
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Assignment completeness	Very few items attempted	Half of the items attempted	Most of the items attempted	All items attempted	2
Accuracy	Very few assignments are correct	Some assignments are correct.	Most of the assignments are correct	All assignments are correct	2
Demonstrated knowledge	Response shows a complete lack of understanding	Response shows some understanding of concept	Shows substantial understanding of concept	Shows complete understanding of concept	2
Legibility	Writing not legible	Writing not legible in places	Marginally legible handwriting	Legible handwriting	2
Timely submission	Never submitted on time	Rarely submitted on time	Usually submitted on time.	Always submitted on time.	2
<b>Total</b>					<b>10</b>

**NOTEBOOK MAINTENANCE RUBRIC**

Criteria	Parameters	MAXIMUM
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**ANNUAL PEDAGOGICAL PLAN FOR SESSION 2021-22**

	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	MARKS
TABLE OF CONTENTS	NO TABLE OF CONTENTS	INCOMPLETE TABLE OF CONTENTS	Included with page numbers	A neat table of contents with date and page numbers	2
CONTENT	MANY SECTIONS OF THE NOTEBOOK ARE MISSING	SOME SECTIONS OF THE NOTEBOOK ARE MISSING	One section of the notebook is missing	No sections. Of the notebook are missing	2
ORGANIZATION	ASSIGNMENTS IN A LOGICAL SEQUENCE	SOME ASSIGNMENTS ARE NOT IN A	One or two assignments are not in a logical sequence	All assignments are kept in a logical sequence	3
PRESENTATION	VERY DISORGANIZED	Below satisfactory condition	Satisfactory condition	Overall notebook is kept very neat	3
Total					10

**Practical Record Rubric**

CRITERIA	MAXIMUM MARKS
Clear & appropriate heading, title, problem & hypothesis	1
All materials listed & a summary of procedure	1
Appropriate presentation of data & observations including graphs, charts, and drawings	1
Clear & concise conclusions. Conclusion addresses problem & states knowledge gained	1
Overall – neatness, language, adheres to format, etc.	1
<b>Total</b>	<b>5</b>

**Activities Rubric**

Criteria	Parameters				Maximum Marks
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Following directions	Follows directions when teacher calls his name	Follows directions with a reminder	Follows directions	Follows directions immediately	2
Cooperation with others	Never cooperative	Rarely cooperative	Usually cooperative	Always cooperative	2
Job completion	Does not get the job done and is off task	Needs a reminder or help to get the job done.	Gets the job done	Gets the job done quietly and quickly	2
Conclusion	Arrives at the conclusion only with the support of the teacher	Sometimes, arrives at the conclusion	Most of the time, arrives at the conclusion	Always, arrives at the conclusion	2

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Treatment of materials	Damages all the materials	Treats few materials with care.	Treats most materials with care	Always treats materials with care .	2
<b>Total</b>					<b>10</b>

**Team work Rubric**

Skills	Parameters				Maximum Marks
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Helping / Sharing: The teacher observed the students offering assistance to each other & sharing their ideas/ findings	None of the time	Some of the time	Most of the time	All of the time	2
Listening: The teacher observed students working from each others' ideas	None of the time	Some of the time	Most of the time	All of the time	2
Participating: Te teacher observed each student contributing to the project	None of the time	Some of the time	Most of the time	All of the time	2
Persuading: the teacher observed the students exchanging, defending and rethinking ideas.	None of the time	Some of the time	Most of the time	All of the time	2
Questioning: The teacher observed the students interacting, discussing and posing questions to all members of the team.	None of the time	Some of the time	Most of the time	All of the time	2
<b>Total</b>					<b>10</b>

**Research Rubric**

Criteria	Parameters				MAXIMUM MARKS
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Introduction/ Topic	Questions or problems are teacher generated	Requires prompts to generate questions or problems.	Generates questions or problems.	Properly generated questions or problems around a topic.	3
Conclusions reached	A conclusion is made from the evidence offered.	Some detailed conclusions are reached from the evidence offered.	Several detailed conclusions are reached from evidence offered.	Numerous detailed conclusions are reached from the evidence offered.	2
Information gathering	Information is lifted from NET only.	Information is gathered from limited sources.	Information is gathered from multiple sources.	Information is gathered from multiple sources and cited properly.	3
Summary Paragraph	Weakly organized.	Organized but lacks sequencing.	Well organized with illogical sequencing.	Well organized with logical sequencing.	2
<b>Total</b>					<b>10</b>

**Presentation Rubric**

Criteria	Parameters				MAXI MUM MAR KS
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Organization	No sequence of information	Student jumps around	Logical sequence which audience can follow	Logical, interesting sequence which audience can follow.	2
Content knowledge	Student cannot answer questions about subject.	Able to answer only rudimentary questions	Student is at ease with content, but fails to elaborate.	Student demonstrates full knowledge with explanations.	3
Visuals	Student uses no visuals	Student occasionally uses visuals	Visuals related to text and presentation.	Student used visuals to reinforce screen text and presentation.	2
Delivery	Student mumbles, incorrectly pronounces terms and speaks too quietly to hear	Student incorrectly pronounces terms. Audience has difficulty hearing presentation.	Student's voice is clear. Student pronounces most words correctly.	Student use a clear voice and correct, precise pronunciations of terms.	3
Total					10

**HINDI**

**विधिबुचक निर्देश Rubric १. पाठ विवाद Debate**

समूह/ नाम	आत्म विश्वास अंक ४		मौलिकता अंक ४		अभिव्यक्ति अंक ४		भाषा अंक ४		तार्किकता अंक ४		कुलांक २०÷२ □१०
	वक्ता/ श्रोता संपर्क	भार्व भंगिमा	कल्पना	विचारों की विविधता	तथ्य से मेल	संवाद निरूपण	शब्द चयन	वाक्य विन्यास	विश्लेषण क्षमता	तात्कालिक बुद्धि	

**२. परिचर्चा / बातचीत conversation/ Discussion**

समूह/ नाम	सहभागिता की भावना अंक ४		तत्परता अंक ४		तर्क क्षमता □ प्रासंगिकता अंक ४		भाषा प्रयोग अंक ४		समग्र प्रस्तुति अंक ४	कुलांक २०÷२ □१०
	दृढता पूर्वक कहना	सामूहिक सहयोग	विषय बोध	अभिव्यक्ति	पक्ष	विवक्ष	शब्द चयन	वाक्य विन्यास		

**आशु भाषण Declamation**

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समूह/ नाम	आत्म विश्वास अंक ४		भाषा में निरंतरता अंक ४		अभिव्यक्ति अंक ४		स्पष्टता अंक ४		विषय की समझ अंक ४		कुलांक २०÷२ १०
	वक्ता/ श्रोता संपर्क	दृढ़ता	धारा प्रवाहता	व्याकरण शुद्धता	हाव भाव	सहजता	विचारों में क्रम वद्धता	उच्चारण	सही पकड़	सभी बिंदुओं का समावेश	

**कहानी सुनाना / लेखन ४. Story telling/ Writing**

समूह/ नाम	कथावस्तु अंक ४	मौलिकता अंक ४	क्रमवद्धता अंक ४	भाषा अंक ४	संदेश अंक ४	कुलांक २०÷२ १०

**भित्ति पत्रिका Wall Magazine**

समूह/ नाम	शोध/संयोजन अंक ४	संकलन/संयोजन अंक ४	भाषा अंक ४	प्रस्तुतीकरण/ले आउट अंक ४	समग्र प्रस्तुति अंक ४	कुलांक २०÷२ १०

**दृश्यात्मक चित्र वर्णन / अग्रलोकन Visualization / Observation**

समूह/ नाम	वस्तुओं को पहचानना अंक ४	घटनाओं का वस्तुओं स संबंध अंक ४	घटनाक्रम कल्पना अंक ४	घटनाओंका विकास/ले तारतम्य अंक ४	भाषा सौष्ठव/ले वक्तृत्व कला अंक ४	कुलांक २०÷२ १०

**काव्य पाठन Recitation**

समूह/ नाम	स्मरण शक्ति अंक ४		उच्चारण अंक ४		आत्म विश्वास अंक ४		प्रस्तुतीकरण अंक ४		समग्र प्रस्तुति अंक ४	कुलांक २०÷२ १०
	प्रत्या स्मरण	पुनरावृत्ति	गति/ले लहजा/ले	बलाघात	श्रोता संपर्क	भाग भंगिमा	लय सुर	अनुतान/ले वितान/ले लहजा/ले		

**कवि सम्मेलन / अंत्याक्षरी / मुशायरा Doetic gathering/ symposium**

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समूह/ नाम	पुनरावृत्ति <input type="checkbox"/> चयन <input type="checkbox"/> प्रत्यास्मरण अंक ४	भाषा की स्पष्टता अंक ४	आत्म विश्वास <input type="checkbox"/> कंठस्थिकरण अंक ४	हाव भाव अंक ४	समग्र प्रस्तुति अंक ४	कुलांक २०÷२ <input type="checkbox"/> ०

**९. गद्य पद्य लेखन Prose poetry writing**

समूह/ नाम	मौलिकता <input type="checkbox"/> कल्पना अंक ४	विषय अनुरूपता अंक ४	भाषा सौष्टव अंक ४	शब्द चित्र या सटीकरता अंक ४	समग्र प्रस्तुति अंक ४	कुलांक २०÷२ <input type="checkbox"/> ०

**पाठ्य पर्झिन्ट प्रस्तुतीकरण 10 Presentation on computer ( use of ICT)**

समूह/ नाम	अनुसंधान अंक ४	दृश्य <input type="checkbox"/> श्रव्य <input type="checkbox"/> स्नाइड <input type="checkbox"/> अंक ४	शब्द <input type="checkbox"/> ग्राफिक्स <input type="checkbox"/> ध्वनि संयोजन अंक ४	विषय वस्तु की अनुकूलता अंक ४	समग्र प्रस्तुति अंक ४	कुलांक २०÷२ <input type="checkbox"/> ०

**परियोजना कार्य 11. Project work**

समूह/ नाम	डिजाइनिंग अंक ४	सामग्री चयन <input type="checkbox"/> अनुसंधान अंक ४	सामूहिक सहयोग अंक ४	भाषा सौष्टव अंक ४	समग्र प्रस्तुति अंक ४	कुलांक २०÷२ <input type="checkbox"/> ०

**अनुभव लेखन 12. Experiences**

समूह/ नाम	विषयानुरूपता अंक ४	मौलिकता अंक ४	विचार प्रवाह अंक ४	भाषा प्रयोग अंक ४	चित्रात्मक वर्णन अंक ४	कुलांक २०÷२ <input type="checkbox"/> ०

**भाषात्काद 13. Interview**



**ANNUAL PEDAGOGICAL PLAN FOR SESSION 2021-22**

समूह/ नाम	पूछने की शैली भाव भंगिमा अंक ५	भाषा प्रयोग अंक ५	वाक्य विन्यास स्पष्टता अंक ५	शोध प्रश्नों की गंभीरता अंक ५	कुलांक २०÷२ □१०	टिप्पणी

**प्रदत्त कार्य 14. Assignment**

समूह/ नाम	स्रोत शोध दुंदना अंक ५	बताना समझाना बोलना अंक ५	आई . टी का भाषा में प्रयोग अंक ५	भाषा के विभिन्न पहलू अंक ५	कुलांक २०÷२ □१०	टिप्पणी

**प्रायोगिक / व्यावहारिक कार्य 15. Practical Work**

समूह/ नाम	व्यवस्था में सहयोग अंक ५	आपसी संबंध अंक ५	शैक्षिक भ्रमण में भाषा प्रयोग अंक ५	मौखिक या लिखित अभिव्यक्ति अंक ५	कुलांक २०÷२ □१०	टिप्पणी

**पहेली / प्रश्नोत्तरी / पूछताछ 16 Quiz**

समूह/ नाम	शोध. दुंदना अंक ५	पूछने की शैली स्पष्टता अंक ५	भाषा शब्द प्रयोग अंक ५	विषयानुरूप पाठानुरूप अंक ५	कुलांक २०÷२ □१०	टिप्पणी

**नाट्य रचनांतरण/ भूमिका निर्वहन / अभिनय 17. Dramatization / Role play/ Acting**

समूह/ नाम	कल्पना शक्ति अंक ५	संवादों की अदायगी अंक ५	अभिनय आंगिकवाचिककायिक अंक ५	भाषा प्रयोग अंक ५	कुलांक २०÷२ □१०	टिप्पणी

**English**

**CLASS PARTICIPATION RUBRIC**

**ANNUAL PEDAGOGICAL PLAN FOR SESSION 2021-22**

Criteria	Parameters				MAXIMUM MARKS
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Attendance/ promptness	Student often late & irregular in class	Sometimes irregular in class	Usually regular in class	Always prompt and regular in class	2
Level of engagement in class	Never contributes to class by offering ideas and asking questions	Rarely contributes to class by offering ideas & asking questions	Sometimes contributes to class by offering ideas and asking questions.	Often contributes to class by offering ideas and asking questions	2
Listening skills	Does not listen when others talk, often interrupts when others speak	Does not listen when others talk	Listens when others talk	Listens when others talk, and incorporates the ideas of others	2
Behaviour	Almost always displays upsetting behaviour during class	Occasionally displays upsetting behaviour	Rarely displays upsetting behaviour	Almost never displays upsetting behaviour during class	2
Preparation	Never prepared for class assignments	Rarely prepared for class assignments	Usually prepared for assignments	Always prepared class assignments	2
<b>Total</b>					<b>10</b>

### Homework Rubric

Criteria	Parameters				MAXIMUM MARKS
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Assignment completeness	Very few items attempted	Half of the items attempted	Most of the items attempted	All items attempted	2
Accuracy	Very few assignments are correct	Some assignments are correct.	Most of the assignments are correct	All assignments are correct	2
Demonstrated knowledge	Response shows a complete lack of understanding	Response shows some understanding of concept	Shows substantial understanding of concept	Shows complete understanding of concept	2
Legibility	Writing not legible	Writing not legible in places	Marginally legible handwriting	Legible handwriting	2
Timely submission	Never submitted on time	Rarely submitted on time	Usually submitted on time.	Always submitted on time.	2
<b>Total</b>					<b>10</b>

### NOTEBOOK MAINTENANCE RUBRIC

**ANNUAL PEDAGOGICAL PLAN FOR SESSION 2021-22**

Criteria	Parameters				MAXIMUM MARKS
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
TABLE OF CONTENTS	NO TABLE OF CONTENTS	INCOMPLETE TABLE OF CONTENTS	Included with page numbers	A neat table of contents with date and page numbers	2
CONTENT	MANY SECTIONS OF THE NOTEBOOK ARE MISSING	SOME SECTIONS OF THE NOTEBOOK ARE MISSING	One section of the notebook is missing	No sections. Of the notebook are missing	2
ORGANIZATION	ASSIGNMENTS IN A LOGICAL SEQUENCE	SOME ASSIGNMENTS ARE NOT IN A	One or two assignments are not in a logical sequence	All assignments are kept in a logical sequence	3
PRESENTATION	VERY DISORGANIZED	Below satisfactory condition	Satisfactory condition	Overall notebook is kept very neat	3
<b>Total</b>					<b>10</b>

**Team work Rubric**

Skills	Parameters				Maximum Marks
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Helping / Sharing: The teacher observed the students offering assistance to each other & sharing their ideas/ findings	None of the time	Some of the time	Most of the time	All of the time	2
Listening: The teacher observed students working from each others' ideas	None of the time	Some of the time	Most of the time	All of the time	2
Participating: Te teacher observed each student contributing to the project	None of the time	Some of the time	Most of the time	All of the time	2
Persuading: the teacher observed the students exchanging, defending and rethinking ideas.	None of the time	Some of the time	Most of the time	All of the time	2
Questioning: The teacher observed the students interacting, discussing and posing questions to all members of the team.	None of the time	Some of the time	Most of the time	All of the time	2
<b>Total</b>					<b>10</b>

**Oral assessment Rubric**

	Parameters	
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**ANNUAL PEDAGOGICAL PLAN FOR SESSION 2021-22**

Skills	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	Maximum Marks
Participation: The teacher observed the student is the active participant and raise questions	None of the time	Some of the time	Most of the time	All of the time	2
Response: The teacher observed that the student gives response to questions asked by him/ her.	None of the time	Some of the time	Most of the time	All of the time	2
Correct knowledge: The teacher observed that the student's answer/ response is correct.	None of the time	Some of the time	Most of the time	All of the time	4
Confidence/ expression: The teacher observed the student is able to express knowledge gained.	None of the time	Some of the time	Most of the time	All of the time	2
<b>Total</b>					<b>10</b>

**1. DEBATE:**

Student / group	Self confidence marks:4		Originality Marks:4		Self expression Marks: 4		Language Marks:4		Logic Marks:4		Total Marks 20+2=10
	Audience rapport	Body language	Arguments	Clarity of thought	Coherence and cogency	Ability to convince	Vocabulary	Syntax	Analytical ability	Spontaneity	

**2. CONVERSATION/ DISCUSSION:**

Student / group	Group spirit marks:4		Readiness Marks:4		Logical presentation of ideas Marks: 4		Language usage Marks:4		Overall presentation Marks:4		Total Marks 20+2=10
	Confidence	Group Coordination	Subject Knowledge	Self Expression	For	Against	Vocabulary	Syntax			

**3. DECLAMATION**

Student / group	SELF CONFIDENCE Marks:4		Consistency Marks:4		Expression Marks: 4		Clarity Marks:4		Understanding of topic Marks:4		Total Marks 20+2=10
	Audience Rapport	Conviction	Language flow	Correct use of grammar	Coherence	Cogency	Sequential thinking	Pronunciation	Grasp	Essence of topic	

**4. Story - Telling / Writing**

Student / group	Subject/ content Marks:4	Originality Marks:4	Sequential Presentation Marks: 4	Language Marks:4	Message Marks:4	Total Marks 20+2=10

**5. WALL MAGAZINE/CHART:**

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Student / Group	Research Marks:4	Collation Marks:4	Language Marks:4	Presentation Marks:4	Overall Presentation Marks:4	Total Marks 20÷2=10

**6. RECITATION**

Student / group	Memorization Marks:4		Pronunciation Marks:4		Self Confidence Marks: 4		Presentation Marks:4		Overall Presentation Marks:4	Total Marks 20÷2=10
	Recall	Repetition	Expression	Intonation	Audience connection	Body language	Rhythm	Voice modulation		

**7. PROSE/ POETRY WRITING**

Student / group	Originality Marks:4	Topic appropriateness Marks:4	Richness of Language Marks:4	Imagery Marks:4	Overall Presentation Marks:4	Total Marks 20÷2=10

**8. POWERPOINT PRESENTATION:**

Student / Group	Research Marks:4	Audio-Visual (slides) Marks:4	Graphics & Sound Control Marks:4	Relevance to Topic Marks:4	Overall Presentation Marks:4	Total Marks 20÷2=10

**9. PROJECT WORK:**

Student / Group	Design and Layout Marks:4	Selection of Material / Research Marks:4	Group Work Marks:4	Richness of Language Marks:4	Overall Presentation Marks:4	Total Marks 20÷2=10

**10. CREATIVE WRITING/ DIARY ENTRY/BOOK REVIEW/ REPORT WRITING**

Student / Group	Relevance to topic Marks:4	Originality and freshness of ideas Marks:4	Visualization and imagination Marks:4	Language Marks:4	Use of literary Marks:4	Total marks 20÷2=10

**11. INTERVIEW/ SURVEY**

Student / Group	Questioning skill and body language Marks: 5	Language and syntax Marks: 5	Communicative skills Marks 5	Subject research Marks:5	Total marks 20÷2=10	Remarks

**12.. ASSIGNMENTS (WRITTEN / ORAL)**

Student / Group	Research and application Marks: 5	Expression & aspects of language Marks :5	Use of it Marks :5	Knowledge & understanding Marks :5	Total marks 20+2=10	Remarks

**13. PRACTICAL WORK**

Student / Group	Cooperation Marks:5	Interaction within the group Marks:5	Originality Marks:5	Oral & written expression Marks:5	Total marks 20+2=10	Remarks

**14. QUIZ:**

Student / Group	Research Marks:5	Questioning & listening skills Marks:5	Language Marks: 5	Relevance to topic Marks:5	Total marks 20+2=10	Remarks

**15. DRAMATIZATION / ROLE PLAY**

Student / Group	VISUALIZATION Marks:5	DIALOGUE DELIVERY Marks:5	ACTING SKILLS Marks:5	LANGUAGE Marks:5	Total Marks 20+2=10	REMARKS

**Subject: Mathematics****CLASS PARTICIPATION RUBRIC**

Criteria	Parameters				MAXIMUM MARKS
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Attendance/ promptness	Student often late & irregular in class	Sometimes irregular in class	Usually regular in class	Always prompt and regular in class	2
Level of engagement in class	Never contributes to class by offering ideas and asking questions	Rarely contributes to class by offering ideas & asking questions	Sometimes contributes to class by offering ideas and asking questions.	Often contributes to class by offering ideas and asking questions	2
Listening skills	Does not listen when others talk, often interrupts when others speak	Does not listen when others talk	Listens when others talk	Listens when others talk, and incorporates the ideas of others	2

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Behaviour	Almost always displays upsetting behaviour during class	Occasionally displays upsetting behaviour	Rarely displays upsetting behaviour	Almost never displays upsetting behaviour during class	2
Preparation	Never prepared for class assignments	Rarely prepared for class assignments	Usually prepared for assignments	Always prepared class assignments	2
<b>Total</b>					<b>10</b>

### Homework Rubric

Criteria	Parameters				MAXIMUM MARKS
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Assignment completeness	Very few items attempted	Half of the items attempted	Most of the items attempted	All items attempted	2
Accuracy	Very few assignments are correct	Some assignments are correct.	Most of the assignments are correct	All assignments are correct	2
Demonstrated knowledge	Response shows a complete lack of understanding	Response shows some understanding of concept	Shows substantial understanding of concept	Shows complete understanding of concept	2
Legibility	Writing not legible	Writing not legible in places	Marginally legible handwriting	Legible handwriting	2
Timely submission	Never submitted on time	Rarely submitted on time	Usually submitted on time.	Always submitted on time.	2
<b>Total</b>					<b>10</b>

### NOTEBOOK MAINTENANCE RUBRIC

Criteria	Parameters				MAXIMUM MARKS
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
TABLE OF CONTENTS	NO TABLE OF CONTENTS	INCOMPLETE TABLE OF CONTENTS	Included with page numbers	A neat table of contents with date and page numbers	2
CONTENT	MANY SECTIONS OF THE NOTEBOOK ARE MISSING	SOME SECTIONS OF THE NOTEBOOK ARE MISSING	One section of the notebook is missing	No sections. Of the notebook are missing	2
ORGANIZATION	ASSIGNMENTS IN A LOGICAL SEQUENCE	SOME ASSIGNMENTS ARE NOT IN A	One or two assignments are not in a	All assignments are kept in a	3

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			logical sequence	logical sequence	
PRESENTATION	VERY DISORGANIZED	Below satisfactory condition	Satisfactory condition	Overall notebook is kept very neat	3
Total					10

**Activities Rubric**

Criteria	Parameters				Maximum Marks
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Following directions	Follows directions when teacher calls his name	Follows directions with a reminder	Follows directions	Follows directions immediately	2
Cooperation with others	Never cooperative	Rarely cooperative	Usually cooperative	Always cooperative	2
Job completion	Does not get the job done and is off task	Needs a reminder or help to get the job done.	Gets the job done	Gets the job done quietly and quickly	2
Conclusion	Arrives at the conclusion only with the support of the teacher	Sometimes, arrives at the conclusion	Most of the time, arrives at the conclusion	Always, arrives at the conclusion	2
Treatment of materials	Damages all the materials	Treats few materials with care.	Treats most materials with care	Always treats materials with care .	2
<b>Total</b>					<b>10</b>

**Team work Rubric**

Skills	Parameters				Maximum Marks
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Helping / Sharing: The teacher observed the students offering assistance to each other & sharing their ideas/ findings	None of the time	Some of the time	Most of the time	All of the time	2
Listening: The teacher observed students working from each others' ideas	None of the time	Some of the time	Most of the time	All of the time	2
Participating: Te teacher observed each student contributing to the project	None of the time	Some of the time	Most of the time	All of the time	2
Persuading: the teacher observed the students exchanging, defending and rethinking ideas.	None of the time	Some of the time	Most of the time	All of the time	2
Questioning: The teacher observed the students interacting, discussing and posing questions to all members of the team.	None of the time	Some of the time	Most of the time	All of the time	2



<b>Total</b>	<b>10</b>
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### PowerPoint Presentation Rubric

Criteria	Parameters				MAXIMUM MARKS
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Organization	No sequence of information	Student jumps around	Logical sequence which audience can follow	Logical, interesting sequence which audience can follow.	2
Content knowledge	Student cannot answer questions about subject.	Able to answer only rudimentary questions	Student is at ease with content, but fails to elaborate.	Student demonstrates full knowledge with explanations.	2
Visuals	Student uses no visuals	Student occasionally uses visuals	Visuals related to text and presentation.	Student used visuals to reinforce screen text and presentation.	2
Information Gathering	Information is lifted from NET only.	Information is gathered from <b>limited</b> sources.	Information is gathered from <b>multiple</b> sources.	Information is gathered from multiple sources and <b>cited properly.</b>	2
Overall Presentation	Not expressive	Expressive but lacks sequencing	Well organized with illogical sequencing	Well organized, very impressive and expressive	2
<b>Total</b>					<b>10</b>

### Oral assessment Rubric

Skills	Parameters				Maximum Marks
	Beginning (needs improvement)	Approaching (average)	Meeting (good)	Exceeding (excellent)	
Participation: The teacher observed the student is the active participant and raise questions	None of the time	Some of the time	Most of the time	All of the time	2
Response: The teacher observed that the student gives response to questions asked by him/ her.	None of the time	Some of the time	Most of the time	All of the time	2
Correct knowledge: The teacher observed that the student's answer/ response is correct.	None of the time	Some of the time	Most of the time	All of the time	4
Confidence/ expression: The teacher observed the student is able to express knowledge gained.	None of the time	Some of the time	Most of the time	All of the time	2
<b>Total</b>					<b>10</b>

### Examination Policy 2021- 2022

Invigilation:

- Each exam session will have a designated invigilator in charge. The candidates are arranged in desk order according to seating plan. Candidates pass the room layout plan on notice board.
- Once Candidate sit in class room, silence should be maintained
- The invigilator will check attendance according to the seating plan prepared by the Exams Officer.
- Clocks and notices need to be checked and the information board for candidates completed clearly, with a check made that this is visible and clear for all.
- School regulations must be adhered to throughout the time of the examination. These are clearly set down in the 'Instruction folio'. Invigilators should familiarize themselves with this before any examination
- Invigilators must not take work into the exam room, but give full attention to the conduct of the exam
- It is the responsibility of the reliever to relieve the invigilator to relieve invigilator half way through the 20 minutes break.

**INSTRUCTION FOLIO** For smooth conduction of Examination 2021-22

1. During Examination all the teachers to synchronize their wrist watches with school clock (in office). Wrist watch is must for all.
2. During Examination Reporting Time decided by the exam authority must be followed by all teachers. Late comer teachers will report in principal office.
3. All the teachers to reach their respective examination duty room, soon after they mark their attendance and must ensure that the students are ready for exam.
4. After checking the students' particulars in the appropriate columns the main invigilator will sign the answer sheets at the pre-assigned space only.
5. Invigilator will thoroughly check/tally ans. Script with the ques. papers. No ques. Should be left.
6. No student should put any identification mark on the answer sheet.
7. Extra sheets can be provided to the students after checking that the child has utilized the previous sheet properly and fully.
8. Invigilators will make sure that the students are not using any unfair means during the exam.

9. Invigilators are not supposed to carry any Mobile Phone or take tea, sitting on desks or teachers should not stand in corners or near the walls only.

10. No invigilator should leave the examination hall for small matters like bringing threads/graph papers/maps/supplementary sheets etc.

11. Invigilators hold the responsibility for any type of discrepancy found in the number of answer sheets.

12. All invigilators must sign in full at specified place only.

13. All the teachers concerned are requested to join hands in hands for the successful conduction of the examination.

Note: If any teacher is caught not following the above-mentioned instructions /timings strictly would be marked on leave for that day and would be asked to give explanation in writing.

## **COMMUNITY OUTREACH**

### **Name of the community activities planned**

Following is given the list of community outreach programs performed( DUE TO PANDEMIC ACTIVITIES ARE NOT PLANNED.

MONTH/WEEK	ACTIVITY/ PROJECT	OBJECTIVE	NO. OF STUDENTS	CLASS(ES)

## **COORDINATION WITH STAKEHOLDERS**

### **Inter- personal relationship with stakeholders**

Stakeholders	Methods of Communication	Ways of Involvement
<b>Parents</b>	<ul style="list-style-type: none"> <li>❖ Social Media</li> <li>❖ Print Media</li> <li>❖ Calling</li> <li>❖ SMS</li> </ul>	<ul style="list-style-type: none"> <li>❖ Parent's Meeting</li> <li>❖ Parent's Orientation Programs</li> <li>❖ Activities</li> </ul>
<b>Teaching Staff</b>	<ul style="list-style-type: none"> <li>❖ Print Media</li> <li>❖ Social Media</li> <li>❖ Meetings</li> </ul>	<ul style="list-style-type: none"> <li>❖ Personal Meetings</li> <li>❖ Teacher Training Workshops</li> </ul>
<b>Other Staff</b>	<ul style="list-style-type: none"> <li>❖ Meetings</li> <li>❖ Circulars</li> </ul>	<ul style="list-style-type: none"> <li>❖ Activities</li> </ul>
<b>School Managing Committee</b>	<ul style="list-style-type: none"> <li>❖ Meetings &amp; Circulars</li> <li>❖ Weekly Meetings with Staff</li> </ul>	<ul style="list-style-type: none"> <li>❖ Guidance and controlling</li> </ul>

<b>Board</b>	❖ Regular CBSE Circulars	❖ Application of Rules and Regulations Updated On CBSE ❖ Website
<b>Media</b>	❖ News Papers ❖ Social Media	❖ Achievements and Activities ❖ published in newspapers and ❖ updated on school's Facebook page

## INSTITUTIONAL GOALS

### Inter- personal relationship with stakeholders

Annual Goals	<ul style="list-style-type: none"> <li>Goals set by CBSE board will be tried to be achieved e.g. Directing the entire focus of all the school activities towards the school's learning processes.</li> <li>Promoting innovative pedagogy.</li> <li>Ensuring joyful learning at all levels</li> <li>Ensuring proper in-house training of teachers</li> </ul>
Strategies	<ul style="list-style-type: none"> <li>Previously set strategies will be continued although wherever need felt,</li> <li>innovative strategies according to situations will also be introduced.</li> </ul>
Long Term Goal	<ul style="list-style-type: none"> <li>Leading, guiding and supporting the teaching and learning processes.</li> <li>Ensuring school's specific resources for teaching and learning.</li> </ul>
Strategies	<ul style="list-style-type: none"> <li>The best strategies ever used by any institution will be used.</li> <li>Extra remedial classes to improve academic performance</li> <li>School resources will be developed</li> </ul>

## DOCUMENTATIONS

For proper working and for the purpose of record of their activities each and every department of our school is maintaining records on registers. The department wise list of documents is attached here with.

List of files and registers to be maintained in Admin department							
	Security	Staff Clerk	Transport Manager	Principal	Library	LABS	ADMIN
1	NAME OF THE DOCUMENT	NAME OF THE DOCUMENT	NAME OF THE DOCUMENT	NAME OF THE DOCUMENT	NAME OF THE DOCUMENT	NAME OF THE DOCUMENT	NAME OF THE DOCUMENT
2	Visitor Register	Staff leave Application	Transport Maintenance Register	Teaching staff Circular Register	Accession Register	Accession Register	School Infra file

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		File					
3	Bus Movement Register	Leave record File	Bus route File	OFFICE Staff Circular Register	Stock Register	Stock Register	Electricity bill file
4	News Paper Register	Teacher's Personal file	Student List file	Admission Withdrawal Register	Teachers Books Issue Register	Teachers LAB ENTRY Register	RO system file
5		Security Personal file		Policy file	Students Books Issued Register	Students LAB ENTRY Register	Quotation file
6		Housekeeping Personal file		Agreement file	Magazines Record Register	Material record	Material inward Register
7		CBSE Correspondence Cum circular file		CBSE affiliation File	Newspaper Record Register	LAB bills and Lists Record	Material outward Register
8		Transfer Certificate Register		Government Regulations file	Text Book Record Register	Teacher Resource Register	Electricity register
9		DEO Correspondence		Staff appraisal Register	Library Books bills and Lists Record		Photocopier Consumption register
10		General Correspondence File		School Documentation Master File	Students Magazines Record		School Health Record file
11		Staff attendance Register Key			Teacher Resource Register		
12		Courier inward Register					
13		Courier outward					

		Register					
14		Repair and Maintenance Register					
15		Staff early leaving Cum staff Movement Register					
16		Visitor register					

**3. MAJOR CONCERNS AND ACTIONS NEEDED**

<b>Major Concern 1: DEVELOP STUDENTS TO BE ACTIVE LEARNERS</b>						
<b>Aims at</b>	<b>Approaches</b>	<b>Success outcome</b>	<b>Methods of evaluation</b>	<b>Time</b>	<b>In – charge</b>	<b>Resources needed</b>
Enhance students learning skills and motivation	Review the quality of curricula and assessment, homework and sub-enrichment activity Well-designed lesson plans	Subject contents, teaching materials, homework and assessments are redesigned for the ac2019-20	Regular monitoring of lesson plans Observation of the lesson Open house, Cultural activity	Whole academic year 2019-20	School Curriculum team Principal Cultural Head	-
	Provide enhancement programmes to strengthen students' academic abilities 1.Homework guidance to students 2. Remedial class for core subjects 3.Subject based academic support	1.85% or above students do not receive demerit for homework non-submission. 2. students show improvement in learning 3. students show improvement in tests and examinations	1. students' performance in learning, tests and examination 2. record of homework non-submission	Whole academic year 2019-20	Academic head Principal	Resource person
Strengthen teachers' professional development to engage students in active learning	1. Subject level -to develop teaching and learning strategies 2. Making use of ICT to engage students in learning 3.learning experience outside the school 4. taking help of HOL resources to enhance quality	1.Teaching strategies are applied at subject level. 2.Students show improvement in learning 3. At least one learning activity organised outside school	Evaluation meetings	Whole academic year 2019-20	Subject teachers Principal	Resource persons
<b>Major Concern 2 : RAISING ENGLISH LANGUAGE PROFICIENCY of the students</b>						
Enhance students' English proficiency	Strengthen the reading and writing skills of class 1 & 2	. positive feedback from English Language teacher. . Students show improvement in reading & writing	. Evaluation meetings. Students' performance in class work and examinations	. Whole school Year	. English Language teacher	. Support from Language Teachers

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	Implement cross-curricular reading activities to widen students' exposure to English	<ul style="list-style-type: none"> <li>. Feedback from teachers</li> <li>. satisfactory performance of students' in the reading programmes</li> </ul>	<ul style="list-style-type: none"> <li>. Evaluation meetings</li> <li>. Students' performance in reading programmes and activities</li> </ul>	. Whole School Year	<ul style="list-style-type: none"> <li>. English Language Teachers</li> <li>. School Cultural Team</li> <li>. Art &amp; Literary Club</li> <li>. School Library</li> </ul>	<ul style="list-style-type: none"> <li>. Prizes</li> <li>. Library assistant</li> <li>. Student helpers</li> </ul>
	Create an English text-rich environment <ul style="list-style-type: none"> <li>- In the classroom</li> <li>- Around campus</li> </ul>	<ul style="list-style-type: none"> <li>. A Literary Club is set up in School, they work towards giving platform for English</li> <li>.. Majority of the boards &amp; display boards around are in English</li> <li>. spoken English syllabus developed for class 1 to 5</li> </ul>	<ul style="list-style-type: none"> <li>. Evaluation meetings</li> </ul>	Whole School Year	<ul style="list-style-type: none"> <li>. English Language Teachers</li> <li>. Extra-curricular Activities and Services</li> <li>. School Library</li> </ul>	<ul style="list-style-type: none"> <li>. Teaching assistants</li> <li>. Student helpers</li> </ul>
	Use English as the main language for school events	<ul style="list-style-type: none"> <li>. School events are conducted in English</li> </ul>	<ul style="list-style-type: none"> <li>. Evaluation meetings</li> </ul>		<ul style="list-style-type: none"> <li>. Related functional units</li> </ul>	School Morning Assembly
	. Encourage students to participate in English activity and competitions	<ul style="list-style-type: none"> <li>. 90 % of participate in literary club activity</li> </ul>	<ul style="list-style-type: none"> <li>. Evaluation meetings</li> <li>. Records of student participation in English activities and competition</li> </ul>	. Whole School Year	Literary club teachers	Literature club committee . Student council . Club Council . Prizes
<b>Major Concern 3. CULTIVATE VALUES AND SELF DISCIPLINE AMONG STUDENTS</b>						
	Provide systematic career and life planning programmes across all levels to help students explore and discover their purpose in life	Programmes are held as scheduled Feedback from teachers and students is positive	Feedback from parents and teachers	Whole school year	Resource person Extracurricular team Moral and value education teacher	NGO
	Enhance students caring spirit towards others and community Provide service learning with a heart to serve others	Caring spirit is incorporated into students teaching Activities are held as planned Positive feedback from parents,	Evaluation meetings	Whole school year	Cultural team	



*ANNUAL PEDAGOGICAL PLAN FOR SESSION 2021-22*

		students and teachers				
	Meditation and Yoga	Students are peaceful and focused	Feedback	Whole school year	Principal Yoga teacher	

**MONITORING SCHEDULE OF ANNUAL PEDAGOGICAL PLAN (Record will be maintained in below format for the implementing the APP**

**Class-wise and Subject-wise: Art integration, innovative pedagogies, co-scholastic activities**

CLASS	CLASSES VISITED	FINDINGS/F EEDBACK	AREAS OF IMPROVEMENT	PLAN OF ACTION /RECOMMENDATIONS
<b>Class I</b>				
<b>CLASS II</b>				
<b>CLASS III</b>				
<b>CLASS IV</b>				
<b>CLASS V</b>				
<b>CLASS VI</b>				
<b>CLASS VII</b>				
<b>CLASS VIII</b>				
<b>CLASS IX</b>				
<b>CLASS X</b>				

Annexure No.	Name
1	<b>Time tables</b>
2	<b>Details of improvement classes</b>
3	<b>School improvement plan</b>
4	<b>Annual Academic Calendar</b>
5	<b>Annual Activity Plan</b>

### **The teaching strategies**

#### **The various teaching strategies used are as follows:**

1. Role plays
2. Integrated Learning
3. Collaborative methods
4. Project based learning
5. Object Talk/Dramatization
6. Presentations/Symposium
7. Teaching through e-content
8. Collaboration with “Mindspark” for better Math Learning
9. Presentations

# CHAPTER 3

# HOLISTIC LEARNING

- 1) **Inter house activities:** These competitions are held to encourage healthy competition among students and to enhance various skills of them. These internal activities provide a learning platform to the students where they can participate without fear. Inter House Competitions help to enhance the all-round potential of the students. Experiences and appreciation gained through these activities assist students to face the competitive world in a better way. It gives opportunity to the students to showcase their inherent talent and the spirit to develop healthy competition. The students from std 1st to 10th are divided into 4 houses namely Blue, Red, Green, Yellow.

### Interhouse Activities

INCHARGE TEACHERS

:

MISS JERINA LOPES

MISS PAYAL TOPPO

MISS SIMRAN DMELLO

DATE	STD: I - II	STD: III - V	STD: VI - IX
06-08-2021	Fancy dress competition. (Patriotic) Class teacher	Fancy dress competition. (Patriotic) Class teacher	Fancy dress competition. (Patriotic) Class teacher
20-08-2021	Rakhi making. Class teacher	Rakhi making. Class teacher	Rakhi making. Class teacher
03-09-2021	Thank you card making for teachers. Class teacher	Thank You card making for teachers. Class teacher	Thank You card making for teachers. Class teacher
17-09-2021	Say jingles in Hindi. Class teacher	Hindi Poetry Writing. Class teacher	Hindi Poetry Writing. Class teacher
01-10-2021	Poster Making. (Thoughts of Gandhiji) Class teacher	Poster Making. (Journey of Gandhiji) Class teacher	Poster Making. (On cleanliness) Class teacher
22-10-2020	Lantern Making. Class teacher	Decorating Diya. Class teacher	Decorating Diya. Class teacher
12-11-2021	Origami. Class teacher	Origami. Class teacher	Origami. Class teacher
22-11-2021	Drawing competition. (Finger Art) Class teacher	Drawing competition (Finger Art) Class teacher	Drawing competition (Finger Art) Class teacher
03-12-2021	Paper Quilling. Class teacher	Paper Quilling. Class teacher	Quilling Art. Class teacher
17-12-2021	Bell Making. Class teacher	Christmas Tree. Class teacher	Star making. Class teacher
07-01-2022	Best out of waste. Class teacher	Best out of waste. Class teacher	Best out of waste. Class teacher
21-01-2022	Prepare a thank you tree. Class teacher	Prepare a thank you tree. Class teacher	Prepare a thank you tree. Class teacher

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Subject	Activity (as per age group)	Objective	Skill	Age group (1 to 10)
English	Crossword Puzzle, Spell Bee, Quiz on Literature, Extempore, Poetry Writing, Motivational and Educational Talks (as per age group)	To enhance their vocabulary, spellings, to understand and appreciate poem, presence of mind, knowledge on particular topic, to engage mind and heart of students	To develop language skills, lateral thinking, confidence, communication skills, use poetic devices, positive attitude, curiosity	from 6 years to 17 years (Classes I to X)
Hindi	Shabd Antakshari, Bhumika Nirvah, Vigyan Lekhan, Dohavali, Aashu Bhashan	To enhance their vocabulary, creativity, speech with better accuracy	To develop Hindi language skills, communication skills, creative skills, use of poetic devices	from 6 years to 15 years
Marathi	Hastaakshar Spardha, Vakrutva Spardha, Nibandh Lekhan	To enhance their handwriting, vocabulary and to present their thoughts in an accurate manner	To develop their writing skills, communication skills and presentation skills	from 6 years to 10 years
Mathematics	Decoding Message Snakes & Ladders, Housie on Fractions, Math Qui	To enhance their knowledge, to comprehend text, to improve mental Maths, to understand numbers and mathematical operations	To develop their cognitive thinking, lateral and logical thinking, problem solving and application of Maths in real life	from 6 years to 15 years
Quiz	States and cities of India, Indian Festivals and Culture, Types of diseases, causes and their prevention, Flora and Fauna of India, Space Research, Current Affairs	To enhance their knowledge about different topics related to general knowledge.	To develop their confidence, making them aware of the happenings around, to develop interest in various areas, cognitive and lateral thinking	from 6 years to 17 years
Art	Clouds & Rainbows, My favourite Animal, Design on a shopping bag, Sports card design, Mural design	To enhance their drawings, imagination and colouring	To develop their creative skills, artistic skills and emotional skills	from 6 years to 15 years
Craft	Shoe Decoration, Rakhee Making, Vegetable Prints, Folder-Making, Glass Painting	Shoe Decoration, Rakhee Making, Vegetable Prints, Folder-Making, Glass Painting	To develop creative skills and artistic skills	from 6 years to 15 years
Music	Songs on values, Folk Songs	To enhance their understanding for different types of songs, music, rhythm	To develop their emotional skills, confidence, memory, accuracy	from 6 years to 15 years
Dance	Folk dance, Western Dance with Prop, Contemporary	To enhance their understanding for different types of dances, to remove stage fear and to face public without hesitation.	To develop confidence, accuracy and emotional skills	from 6 years to 15 years

**WELLNESS ACTIVITES**

**Name of the activities planned for Well-being of pupils**

Month	Type of Activity	Learning objective	Target group
June	Yoga Quiz Activity	Increased interest in yoga	1,3,5,7,9
November	Balance Activity	Increased Body Balance	1,3,5,7,9
December	Endurance Activity	Increased body stamina	1,3,5,7,9
January	Agility Activity	Increased Change body Direction	1,3,5,7,9
April	Yoga Activity ( Asana)	Increased Interest in Yoga	1,3,5,7,9

## To Functions & Festival of school

No	PARTICULARS	Day	Date
1	Bakari - Eid	WEDNESDAY	21-07-2021
2	Independence Day	SUNDAY	15-08-2021
3	Parsi New Year	MONDAY	16-08-2021
4	Moharram	THURSDAY	19-08-2021
5	Birthday of Mother Mary	WEDNESDAY	08-09-2021
6	Ganesh Chaturthi holidays		10-09-2021 TO 15-09-2021
7	Mahatma Gandhi Jayanti	SATURDAY	02-10-2021
8	Patron's Day (ST. JOHN XXIII)	MONDAY	11-10-2021
9	Dussehra (Vijayadashami)	FRIDAY	15-10-2021
10	Eid – E – Milad	TUESDAY	19-10-2021
11	Diwali Vacation	THURSDAY AND FRIDAY	04-11-2021 AND 5-11-2021
12	Guru Nanak Jayanti	FRIDAY	19-11-2021
13	Christmas Vacation	SATURDAY	25-12-2021
14	Republic Day	WEDNESDAY	26-01-2022
15	Maha Shivratri	TUESDAY	01-03-2022
16	Gudi Padwa	SATURDAY	02-04-2022
17	Rama Navami	SUNDAY	10-04-2022
18	Ambedkar Jayanti	THURSDAY	14-04-2022
19	Good Friday	FRIDAY	15-04-2022
20	Mahavir Janma Kalyanak	FRIDAY	15-04-2021
21	Maharashtra Day	SUNDAY	01-05-2022

## Celebrate importance of subject & special day

The school celebrates language days and week for each of their four languages taught in school: English, Hindi, Marathi and French to promote multilingualism and cultural diversity to students and to enhance language proficiency and communication skills. Other than languages school also celebrates Maths and Science week to enhance their understanding for numbers, computation and science and also its application in their real life.

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Month	Subject	Objective	Skills
September	Hindi	To enhance language and communication skills	Reading, writing, presentation and communication skills
November	English	To enhance language and communication skills	Reading, writing, presentation and communication skills
December	Marathi	To enhance language and communication skills	Reading, writing, presentation and communication skills
December	Mathematics	To enhance children's understanding for numbers, problem solving, computation and application	thinking and reasoning skills, problem solving skills and application
February	Science	To understand science and its application in real life	cognitive thinking, lateral thinking, reasoning, problem solving and its application

Thought of the Month

Month	Thought of the Month
<b>April</b>	<b>With Confidence, you have won before you have started</b>
<b>June</b>	Hard work beats talent when talent doesn't work hard
<b>July</b>	Look deep into nature, and then you will understand everything better
<b>August</b>	Honest hearts produce honest actions.
<b>September</b>	Respect is one of the greatest expressions of love.
<b>October</b>	Accountability breeds responsibility.
<b>November</b>	Intelligence without ambition is a bird without wings.
<b>December</b>	We cannot build our own future without helping others to build theirs.
<b>January</b>	Patience is bitter but its fruit is sweet.
<b>February</b>	Empathy is a quality of character that can change the world.



## To enhance life skills & creative skills & value-based learning. SEWA

Event	Date/Month	Objective	skills
1) Dignity of labour {household work}	April -Aug	1.To understand the importance of manual work and cleanliness. 2.To know the importance of involvement in household chores 3.To become independent 4.To become responsible	1.Identify inner strength 2.Teamwork 3.Taking and accomplishing any kind of work without any discrimination 4.Develop Patience
2)Dignity of labour{community helpers}	April -Aug	1.To understand the problems faced by various community helpers 2.To admire their contribution towards the society 3.To know our responsibility towards the society	1.Our Selfless Contribution towards society 2.Develop thinking ability by bringing new methods in improving their working 3. Develop non discriminating ability
3) Helping school authorities in arranging exhibition for (jute bags, pen/pencil holders, canvas paintings, wall hangings),paper bags, envelope making.	June-Dec	1.To bring out the creativeness within students for accomplishment of this Project 2.To develop selfless motive 3.To create a sense of self involvement in School's activities	1.Self belief 2.Self Initiative 3.Creativity 4. Development of kinesthetic – motor skill 5.Team Work 6.Self Confidence
4) Planning of farewell as a cultural programme	June February	To develop a sense of responsibility among students by assigning them tasks through various committees. 2) To give them freedom to design their own plan for the farewell. 2. To train them to visit various vendors for ordering, selecting & negotiating for mementos and food 3) To create a	1) Teamwork 2) Planning & Execution 3) Delegation of tasks among them 4) Negotiating Skills 5) Sense of ownership 6) Commitment 7) Sense of respect for their elder students and teachers

		sense of value towards accomplishing their tasks	
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## Creativity

To develop interest in various creative options in Visual Art, the school invites well known artists in the field and motivate children to know more about the particular art form.

Event	Objective	Skill	Age group
Charcoal Demonstration	Introduction of new medium-charcoal & use in tonal values for portrait making	Develop observation skill & learn drawing techniques	
Calligraphy Demonstration	Make the students aware with various mediums of writing & aesthetical growth of writing letters	Develop skill of beautiful handwriting	
Landscape Demonstration	Make the students aware with various mediums of writing & aesthetical growth of writing letters	Develop skill of beautiful handwriting	
Abstract Painting Demonstration	Introduce way of painting by thinking in abstract manner	Develop a new way of perceiving the paintings	
Cartooning Demonstration	Develop a creative approach towards the field of cartooning	Develop keen observation of characters and facial expressions with a creative approach	
Portrait painting Demonstration	To know the method of portrait painting	Develop an understanding of depicting through observation and creating character resemblance	
Student's Visit to an Art Exhibition	Make the students aware about the various art forms & career options.	Develop observation & creative approach towards art.	
Exploria	To give a platform to display children's work	To create beautiful work of Art	

## Plan for conducting life skills activities

Theme of the Month

<b>April</b>	<b>Summer Season, Baisakhi, Earth Day.</b>
<b>June</b>	Me and My World, Labour Day, Mother's Day.
<b>July</b>	Rainy Season, Kargil Victory Day.
<b>August</b>	Healthy Habits, Independence Day.
<b>September</b>	Land Transport, Teacher's Day.
<b>October</b>	John XXIII DAY Dusshera, Diwali, Traditions, Culture
<b>November</b>	Winter Season, World Science Day, National Education Day.
<b>December</b>	Water Animal and Birds, Christmas
<b>January</b>	People who Help us, Republic Day, Makar Sankranti
<b>February</b>	Recap of all the themes.

Colour and Value of the Month

<b>April</b>	<b>White</b>	<b>Building Self-Esteem in Children, Making Healthy &amp; Beautiful Earth.</b>
<b>June</b>	Mauve	Teaching Belongingness to Children & Greetings to Children, Hard work.
<b>July</b>	Green	Sharing is Caring, Care for Nature.
<b>August</b>	Orange	Honesty, Patriotism
<b>September</b>	Blue	Respect, Kindness
<b>October</b>	Yellow	Responsibility, Happiness
<b>November</b>	Black	Generosity, Intelligence
<b>December</b>	Red	Awareness, Helping
<b>January</b>	Brown	Patience, Humanity
<b>February</b>	Pink	Empathy, Intelligence

## Assembly Events

Everyday morning assembly is conducted by the respective classes and special assembly is conducted on every Wednesday as per the schedule. To promote all the languages days have been fixed for the assembly to conduct in particular language.

Monday	=	English Language
Tuesday	=	Hindi Language
Wednesday	=	Hindi language
Thursday	=	Multi Language (Sanskrit/Marathi etc.)
Friday	=	English Language

## Competitive Exams

Students irrespective of their career interest, should start appearing in various National & International level competitive exams, Nowadays, We JOHN XXIII SCHOOL have conducted various exams developed by Govt.& Private bodies for students, across all std. These includes Britannia Olympiads, SOF, NTSE, IPM, MTS, NAT etc; Which helps in early expose to learning & competition, builds confidence & Sharpens skills among students.

Competitive exams will enhance the skill of understanding the application of concepts, which is must at broader context when we appear for exams like NEET, JEE, CAT, Civil Services & Many others. Such Exams develop IQ, Logical & analytical thinking & build a strong foundation for a career.

Competitive exams also bring clear picture for a career. Students start identifying their areas of interest while getting a deeper understanding of their strength. Awards, rewards & Scholarship not only provide financial assistance for future studies but also boost morale while moving ahead in the academics.

There are no such draw backs of appearing for competitive exams & it's just a myth that they hamper with regular Studies. Similarly, our school too gives an encouragement to students for participating such competitions, Depending on their interest & Strength.

our school always takes step to arrange various competitive examinations which will help students to develop the strong foundation.

### ***FOLLOWING EXAMS WILL BE HELD ON YEAR 2021-22***

SR.NO	COMPETATIVE EXAMS
1.	Britaniya Conquest I.Q. Olympiad
2.	Institute of Mathematics Education
3.	Dr. Homi Bhabha Balvaidnyanik Competition
4.	Science Olympiad Foundation (SOF)

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5.	National Genius Search Exam
6.	NSTSE Unified Council
7.	Brics Math Exam

# CHAPTER 4

ASSESSMENT /  
EVALUATIONS & TRAINING  
/ DEVELOPMENT OF

## Criteria

### Academic Planning for JOHN XXIII School, Virar (W) Year – 2021-22

Particulars	Month	Days
1 <sup>st</sup> Periodic Test	July	26 <sup>th</sup> to 31 <sup>st</sup> July 2021
2 <sup>nd</sup> Periodic Test (Multiple Assessment)	August and September	Class teachers
1 <sup>st</sup> Term (for Class 1 to 10th)	September	20 <sup>th</sup> to 30 <sup>th</sup> September 2021
3 <sup>rd</sup> Periodic Test	December	10 <sup>th</sup> to 18 <sup>th</sup> December 2021
4 <sup>th</sup> Periodic Test (Multiple Assessment)	January	Class teachers
2 <sup>nd</sup> Term Exam (for class 1 to 9)	March	01 <sup>st</sup> to 12 <sup>th</sup> March 2022
Final Result	March	28 <sup>th</sup> March 2022
Class 9 & 10 Pre-Mid -term Examination	July	26 <sup>th</sup> to 31 <sup>st</sup> July 2021
Mid – Term Examination	September	20 <sup>th</sup> to 30 <sup>th</sup> September 2021
Post Mid- term Examination	December	02 <sup>nd</sup> to 11 <sup>th</sup> December 2021

## Training & Developments of teachers

### Teacher Needs Assessment & Training

Periodic teachers training needs assessment is to be conducted by the school via:  
01. Mock teaching meetings with all and Principal to identify challenges and training needs



02. Feedback reports and classroom observations
03. Training needs for new competencies and capacity building as envisioned by the principal
04. Mandatory trainings as identified by the Central Board of Secondary Education (CBSE)

<b>Teacher training schedule</b>			
<b>Teacher training Topic/activity</b>	<b>Proposed date/ Week /month</b>	<b>Target group</b>	<b>Learning outcome</b>
<b>Lesson planning strategies</b>	April	Teachers	*Creating lesson plans based on learning outcomes and competencies *Using different formative assessment tools with rubrics to understand student learning *Creating a resource bank related to the topic
<b>Overcoming barriers to inclusive education</b>	April	All teachers	*Teachers to learn about inclusive education and sensitize them on special education needs *Strategies for inclusive education
<b>Capacity building program</b>	July	Class 6 to 10 teachers	Career guidance for it to be shared with students
<b>Joyful mathematics workshop</b>	August	Mathematics teachers for class 1 to 10	Subject enrichment for mathematics teachers
<b>Active learning strategies &amp; experiential learning</b>	September	All teachers	Learn and demonstrate active learning strategies for creative engaging and co-constructing learning with students.
<b>Using clubs and extra-curricular activities for integrated and inter-disciplinary learning</b>	September	All teachers	Integration of activities of science, drama and eco clubs to do cross-disciplinary learning
<b>Assessment strategies</b>	September	All teachers	Assessment for learning

<b>Subject enrichment workshops (language, mathematics and sciences)</b>	December	All teachers	Subject specific breakout sessions for enrichment
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## Implementation, Control & Monitoring of Plan

- ✓ Ensure grade wise, subject wise and unit wise detailing of the innovative pedagogy to be
- ✓ used through preparation of structured lesson plans.
- ✓ Develop content related to art, sport and ICT with education, with the help of concerned teachers as well as Art, Sports and ICT teachers.
- ✓ Ensure dissemination of plan to all teachers and all concerned by June every year.
- ✓ Ensure proper implementation of this plan.
- ✓ Monitor the progress at least on a monthly basis.
- ✓ Reach out to the Board for any training needs.
- ✓ Maintain records of the preparation of the plan, and the progress in the implementation.