Pledges to be taken during Morning Assembly (A Few examples)

- ⇒ We will always keep ourselves clean
- ⇒ We will wash our hands before taking food.
- ⇒ We will always keep food and drinking water covered.
- ⇒ We will keep the surroundings of our home and school clean
- ⇒ We will always throw garbage in the bin and in the garbage pit
- ⇒ We will use mosquito nets when we sleep at night.
- ⇒ We will not spit here and there.
- ⇒ We will come to school clean. We will keep our school clean. We will be friendly with our friends and obey the rules and regulations of the school
 - This is our school. We will come to school everyday. We will obey our teachers and elders.
 - ⇒ We are the future citizens of our country and we will try to retain the dignity of our country.
 - ⇒ We will respect our parents, teachers and elders.

GUIDELINE FOR INCULCATION OF MORAL AND VALUE EDUCATION IN SCHOOLS

Tasks and activities for inculcation of moral and value education amongst students:-

- During morning assembly five minutes will be dedicated for moral and value education, out of which students will do meditation for one minute. The next four minutes will have students reading out speeches/messages (written by teachers or students) of great personalities of the world.
- Students will occasionally do silent meditation, after which, they will be asked to express their own thoughts and feelings.
- Once a month during the period allotted for Language, the teachers will read out stories having moral and value education from the textbook. Besides stories from the textbook, teachers will also say stories depicting love for nature, stories on values related to truth, sacrifice, love, patriotism, respect, faith, helping others. For e.g. tales of Raja Harishchandra, Shravan's devotion to his parents, Aesop's fables, Folk tales etc. Moreover students will be enlightened about the life and contributions of some great personalities, great warriors, litterateurs and artistes
- To ensure good health of students, they will be warned about the injurious health effects of chewing tobacco. inhaling cigarettes and drinking intoxicating liquor and thus prevent them from consuming such substances which will prove to be dangerous to their health.
- Students will take up cleanliness drive in a locality under the leadership of teachers once a month.
- Students will offer voluntary service to any social institution on behalf of their school, under the leadership of teachers.
- Students will offer necessary care and assistance to any elderly person or physically challenged person in their family/village/locality. For this, teachers will hold discussions with the students in the classroom.
- Students will be encouraged to help their parents in household chores, gardening, watering plants, cooking and serving food, sewing etc.
- Teachers will ensure formation of good conduct and behaviour in students viz.- showing respect to elders, giving love and care to the young, preserving the resources of the society along with personal resources, maintaining $discipline \ and \ being \ punctual \ in \ school \ activities, \ maintaining \ clean liness \ etc. \ while \ handling \ the \ subject \ on \ EVS.$
- The Fundamental Rights and Duties of a citizen according to the Constitution of India has been printed in the inside cover page of almost every textbook. Teachers will hold discussions on the importance of the Rights and Duties off and on. Detailed discussions will be held during the periods allotted for Social Science and EVS.
- Moreover during the period allotted for Social Science, measures will have to be taken for discussion on at least any two of the issues given below-
 - · Salient features of the Indian Constitution
 - · Fundamental Rights
 - Fundamental Duties and Responsibilities
 - Unity in Diversity etc.

If required, necessary help may also be sought from local resource persons.

For smoothly conducting different activities in an academic year, the school authority should compulsorily prepare an annual activity plan. Implementation of the activities should be followed by evaluation, grading and recording of the grades in the record book

Allotted time for non-instructional activities

Task	Allotted Time
Cleanliness	15 minutes everyday
Morning Assembly	15 minutes everyday
Gardening and Plantation	1 period each month for every class and ½ an hour group work everyday for nurturing the plants.
Observation of Special Days	3 periods (maximum)
Cultural activities such as songs, dance, debate, essay writing, extempore speech, drama, quiz, recitation, creative writing, etc.	3 periods (twice a year) for each activity
Annual Sports	4 days (The last day is to be observed as the prize distribution day)
Social Work	2 times a year for 3 periods
Cub-Bulbul/Scout & Guide related tasks	40 periods in a year
Field trip /Picnic/Educational trip	2 days or 10 hours
Summer Camp/Winter Camp/ Inter-school camp/ Peace education camp	12 days

Progress Report of Students

Name of the School

Name of the Student: Class

Academic Year:

Curricular areas					Personal-Social Qualities (Descriptive Remarks)			
Subject	Ξ	7	ņ	4	Truthfulness			
	50)	(50)	(50)	(50)	Discipline			
Unit	Unit Eva -1 (50)	Unit Eva (50)	Unit Eva (50)	Unit Eva (50)	Punctuality			
Language-1	_				Empathy			
Language-2					Cooperation			
7 7					Sharing			
Language-3					Leadership			
Mathematics					Attentive			
EVS					Emotional control			
Soc. Sc.					Respect for Elders			
Science					Attitude towards self, peers			
Health & Phy. Ed.					Attitude towards teachers and school			
Art Education					Respect towards differently abled persons			
Work Education					Others			
Total								

Remarks of the Class Teacher

Signature of Parents/Guardians	Signature of Class Teacher
Date	gnature of Headmaster

Model daily Routine (Class I to Class VIII)

Ime	9.00-		9.15- 10.00	10.00-	10.40-	10.50-		12.10- 12.45	12.45- 1.25	1.25- 2.05	2.05- 2.45	2.45- 3.25	
Day	9.15	Class	10.00 1st Period	10.40 2nd Period	10.50	3rd Period	12.10 4th Period	12.43	5th Period	6th Period			
		I	Language			3rd Period English	Ath Period Reading Class			Art Ed.	Willing s classes I to V	tudents from	
		П	Mathematics	Mathematics Language		English	Reading Class		Mathematics	Art Ed.	practise co- jects in this ti of the stude	me period. R	
-Safai -M.A -Thought the Day	-Safai		500	Language			Reading Class		Remedial	James	school at 2.05 Teachers of	n m	
		III	Language	Mathematics		English	5.	Mid day	Class (Language 1)	EVS	practice of evaluate thei will discuss a	students a r progress a	
		IV	Mathematics	Language	First Recess	English	EVS	Meal Recess		Reading Class	will discuss a tic developm parents/guard	ent with th	
V KAI		V	Language	Mathematics		English	EVS	Recess	2	Reading Class	parents/guard	liaris	
		VI Language Mathematics Soc. Sc. Soc. Sc.	Soc. Sc.		English		Science	Science					
		VII	Mathematics	Language		English	Mathematics		Science	Remedial Class (Language 2)	Soc. Sc.	Soc. Sc.	
		VIII	Language	Mathematics		Science English		Soc. Sc.	(Canguage 2)	English	Mathemati		
		I Mathematics Language English Art Ed.		English	Work Ed.	• Willing s	tudents fn						
		II	r	Mathematics			Work Ed.		Language	Art Ed.	 Willing students for classes I to V will be able practise co-scholastic sijects in this time period. 		
			Language	H & P. Ed.		Remedial Class (Language 2)		Mid	271,0271	Language	jects in this time period, of the students will is school at 2.05 p.m. Teachers will monitor practice of students evaluate their progress evaluate their progress till discuss about their his development with parents/guardians		
T	-Safai		Mathematics	Mathematics			Work Ed.	day	English	Work Ed.			
Tue	-Thought of	IV	Language	Mathematics	First Recess		EVS	Recess	Mathematics	WORK Ed.			
	the Day	V	Mathematics	Language			Work Ed.		Language	EVS			
		VI	Mathematics			Science	Soc. Sc.		English	English	Soc. Sc.	Library Cla	
		VII	Mathematics			English	Library Class		Soc. Sc.	Soc. Sc.	Science	Science	
		VIII	Mathematics			Soc. Sc.	Soc. Sc.		English	Library Class	Science	Science	
_		I	Language	Mathematics		English	Art Ed.		Language	H & P. Ed.	Willing s classes I to V	tudents fr	
		II	Mathematics	wiathematics		V3 8000	H & P. Ed.				practise co-s	scholastic s	
-Qarfai			Mathematics	Remedial		English EVS		Mid day Meal Recess	Mathematics	Art Ed.	jects in this time period. of the students will less school at 2.05 p.m. • Teachers will monitor practice of students evaluate their progress will discuss about their hitic development with		
	-Safai -M.A	III	Mathematics	Class (Language 1)			English		Mathematics	H & P. Ed.			
Wed	-Thought of	IV			First	English	Language		EVS	H & P. Ed.			
	the Day	V	Mathematics		Recess	English	H & P. Ed.		EVS	Mathematics	parents/guard	lians	
		VI	Language	English		English	Mathematics		Soc. Sc.	Science	Library Class	Art Ed.	
		VII	Mathematics	Mathematics		English	English		Soc. Sc.	Science	Hindi	Art Ed.	
		VIII	Language	English		Mathematics	Work Ed.		Soc. Sc.	Soc. Sc.	Science	Hindi	
		I	Mathematics	Language	First Recess	English	Language	Mid day Meal Recess	EVS	Work Ed.	Willing students foliasses I to V will be ably practise co-scholastic sjects in this time period, for the students will le school at 2.05 p.m. Teachers will monitor practice of students evaluate their progress will discuss about their be development with the control of the students.		
		П	Language			English	H & P. Ed.		Art Ed.	Work Ed.			
			Language			304150000	EVS		EVS	Work Ed.			
	-Safai	III		Remedial Class (Numeracy)		English	EVS		Language	Work Ed.			
llus	-M.A	IV	Language			English							
	-Thought of the Day	V	Language			English	EVS		Language	Work Ed.	parents/guard	lians	
		VI	Language	Mathematics		Science	Soc. Sc.		Hindi	Soc. Sc.	English	Art Ed.	
		VII	Mathematics	Language		Soc. Sc.	Science		Soc. Sc.	Hindi	English	Art Ed.	
		VIII	Language	Mathematics		Science	Hindi		Soc. Sc.	Soc. Sc.	English	Art Ed.	
		I	Language	Mathematics		English	H & P. Ed.		Mathematics	Art Ed.	Willing students classes I to V will be ab		
		П	Mathematics	15			H & P. Ed.		Mathematics	English	practise co-s	scholastic si	
		III		Lunguage		Remedial	EVS		Part Lab		of the stude school at 2.05	ents will lea	
Fri	-Safai -M.A -Thought of the Day		Language	Mathematics	First Recess	Class (Language 2)		H & P. Ed. EVS Hindi English Hindi	English	H & P. Ed.	 Teachers will monitor practice of students evaluate their progress will discuss about their h tic development with 		
		IV	Mathematics						EVS	Art Ed.			
		V	Language	Mathematics			200		Language	H & P. Ed.	parents/guard	lians	
		VI	Language	Remedial		English	Hindi		Soc. Sc.	Soc. Sc.	Science	Scouts & Gui	
		VII	Language	Class (Numeracy)		English	English		Science	Soc. Sc.	Soc. Sc.	Scouts & Gui	
		VIII	Language			Science	Hindi		Soc. Sc.	Soc. Sc.	English	Scouts & Gui	
	-Safai -M.A -Thought of the Day	I	Language	Mathematics	First Recess	English	Library Class		Ĺ				
		II	Mathematics	Language		English	Library Class						
		Ш	Language	English		Mathematics	Library Class						
			Mathematics							-			
Sat		IV		Language		English	Library Class						
Jai		V	Language	English		Mathematics	Library Class						
		VI	Language	Mathematics		Science	English						
		VII	Mathematics	Language		Science	Soc. Sc.						

- The daily routine may be adjusted by the teachers as per weightage of the subjects and progress made by the learners in those subjects.
- Teachers will take out time from the daily routine as per his/her convenience to help children with special needs (CWSN) . H. & P. Ed. in the daily routine means Health & Physical Education.
- M.A:- Morning Assembly.
- The Schools which have been connected for Tele Education/ICT will accompdate/adjust periods in the time table by referring to the time table of Tele Education

,,,,,	Grade A+ Grade A Grade B+ Grade B	- (91-100 - (81-90))% Grade C)% Grade D	_	(51-60)% (41-50)% 40% and below	Determination of Grade : Total Marks scored in all subjects Grand Total (including all subjects) x 100
xamp						
otal m	arks scored by					
		Subject	Total Ma	Irks	Marks scored	
		Language	50		45	
		Mathemati	cs 50		50	Determination of Grade:
		English	50		40	255 x 100 = 85% Grade A
		EVS	50		40	300
		Phy. Ed.	50		40	
		Art Ed.	50		40	
		Total	300		255	

(a) Personal-social qualities

Teachers need to provide qualitative statement about what and how the child is learning. The strengths of the child has to be highlighted along with the aspects that need improvement. The teacher may use sentences like "The child needs extra care in this aspect"
instead of "The child is weak in this aspect."

There may be four levels of assessment for a given parameter-

Level 1: The child needs help in completing the task/activity

Level 3: The child completes the task independently Level 4 : Child's learning beyond expected level (could attempt task/activities of higher order difficulty)

Teacher may use the following symbols to represent the above levels. (These symbols are suggestive only). Level 2 : Level 3 : * Level 4 : \triangle

What to share with Parents/Guardians:

- · What a child likes or what a child does not like to do.
- Highlighting the child's extraordinary work with parents, to help indicate areas of success and improvement, along with appreciation
 of any special strengths, as well as efforts put in by the child.
- Talking on aspects such as cooperation, responsibility, sensitivity towards others, interests, etc. with both the child and parents in a
 positive manner. If the child needs to improve in some area, instead of saying 'she is not cooperative', it will be better to say 'the child
 needs to put in more efforts towards cooperating with others'.
- Discuss with parents (a) how they can help (b) what they have observed at home about the child that would help the teacher support the child's learning better.

Role and Responsibility of a teacher related to health and sanitation

- Classroom and school complex to be cleaned by different groups of students.
- Determine who will monitor sanitation and health related activities timely. Toilets and source of drinking water must be kept clean as per instruction of teachers and School Management Committee.
- Fund received for development of school should also be spent to clean source of drinking water and to repair toilets Regular monitoring of health related activities of students.

You can put forward your valuable suggestions/advice regarding the academic calendar through the phone numbers listed below State Council of Educational Research and Training: 0361-2382507