केन्द्रीय विद्यालय संगठन, नई दिल्ली
Kendriya Vidyalaya Sangathan, New Delhi

VIDYALAYA PLAN

(C) Quality of Result
      i. Examination (Competitive)
      ii. Scholarship/Talent Search Examinations
      iii. KV has registered on National Scholarship portal for Pre Matric & Post Matric Scholarships

(D) CO-CURRICULAR ACTIVITIES AS ON 31st March 2024
      a) Achievements in Sports
      b) School level and cluster level participation
      c) Participation in other competitions*
      d) Health Check-up and Maintenance of Physical Health Profile (twice in a year)
      e) Ek Bharat Shreshtha Bharat / Kala Utsav
      f) Science Activities and Achievements
      g) Action Taken by the KV to Promote Scientific Temper
      h) Bharat Scout & Guide Achievements
      i) Tarunotsav

(E) - OTHER REMARKABLE ACHIEVEMENTS (In 100 words)

(F) - STATUS OF FOREIGN & REGIONAL LANGUAGE:

(2.2) PLANNING FOR THE YEAR (2024-25) (E & F)

(A) - Strategic goals and plan for expected improvement of quality & quantity of result for 2024-25

(B) - (i) Vidyalaya level workshops to be planned for all teachers (Including online workshops):
      (ii) Workshop for capacity building
      (iii) Teachers' Achievements
      (iv) Expected Co-curricular activities for 2024-25
      (v) Compensation of Academic Loss Program (CALP)
      (vi) Pustakopahar
      (vii) NCC
      (viii) NSS
      (ix) School Band
      (x) Activities Planned/Target for National, Regional & Cluster Lever Participation

3- ADMINISTRATION & FINANCE
      1. Maintenance of Office Records
      2. Selection of Staff for Contractual Appointments
      3. Vidyalaya Management Committee/ Vidyalaya Executive Committee Meetings

4. CBSE Affiliation
5. Class Attendance Register and Fee Collection/SR/TC/Scholarship
6. Construction Works:
7. Transfer of Land/Execution of Lease Deed Etc. If Required
8. Annual Stock Verification/ Condemnation & Disposal of Condemnation Article
9. Preparation of Vidyalaya Asset Register/ Maintenance of Stock Register
10. Financial Management
11. Rajbhasha Implementation
12. Correspondence in Hindi
13. Audit of School Accounts
14. Disposal of Court Cases/RTI Queries

4- BENEFICIARY SATISFACTION (Community Participation)

 (A) For Students
 (B) For Teachers
 (C) For Parents
 (D) For Community
 (E) Plan To Encourage Community & Social Services By The Students
 (F) Plan For Sharing Facilities/ Resources With Less Developed School
 (G) ALUMNI Portal / Samagam Portal
 (H) Efficient Resourcing and Effective Governance Through School Complexes/Clusters
 (I) Activities under Vidyanjali

5- INCLUSIVE PRACTICES

 (A) Detail of Admission
 (B) Facilities offered for CWSN
 (C) Whether special educator is engaged?
 (D) Whether different assessment strategies are devised for CWSN cases as per the requirement?
 (E) Details of awareness programs and programs for empowerment done.

VIDYALAYA PLAN (2024-25)
PART – A

1-VIDYALAYA PROFILE

    1(A)-GENERAL INFORMATION

NAME OF THE VIDYALAYA		REGION	Type of BuildingA1/A/B/C/D/E
SCHOOL CODE		AFFILIATION NO.* (upload affiliation Letter issued by CBSE)	1000001
YEAR OF ESTABLISHMENT		SECTOR	
GEOGRAPHICAL LOCATION (COORDINATES)		UDISE No.	
AREA (Built up in meter square)		TOTAL AREA (Built up in meter square)	
ADDRESS OF THE VIDYALAYA		CONSTITUENCY OF THE VIDYALAYA	
e-Mail of the Vidyalaya		RURAL/URBAN	
PM SHRI SCHOOL	YES / NO	IF YES, SANCTION YEAR	
NAME OF THE PRINCIPAL		Landline (o)- Landline (R)- Mobile- E-mail-	
DATE OF JOINING IN	PRESENT KV-	PRESENT POST-	
NAME OF THE PERSON WHO CAN BE CONTACTED IN ABSENCE OF PRINCIPAL			
		Mobile No.	
NAME OF THE CHAIRMAN* (Upload list of VMC Members approved by KVS RO)		Landline (o)- Landline (R)- Mobile- E-mail-	
ADDRESS OF THE CHAIRMAN OFFICE			

1(B)(i) SCHOOL DATA (as on 31ST March, 2024)

	(I) STUDENTS ENROLMENT POSITION						
PRIORITY CATEGORYWISE	I	II	III	IV	V	VI	TOTAL
BOYS							
GIRLS							
	TOTAL						

	SC		ST		OBC (CL)	OBC (NCL)	GEN	TOTAL
SOCIAL CATEGORYWISE								
BOYS								
GIRLS								
	TOTAL							

	HINDU	MUSLIM	SIKH	CHRISTIAN	BUDDHIST	JAIN	**ZOROASTRIAN**	OTHER	TOTAL
COMMUNITY									
BOYS									
GIRLS									
	TOTAL								

	ORTHOPEDICALLY CHALLENGED	VISUALLY CHALLENGED		HEARING IMPAIRED	AUTISTIC	OTHERS	TOTAL
DIVYANG/ STUDENTS WITH SPECIAL NEEDS (As per RPwD Act 2016, 21 identified disabilities)							
BOYS							
GIRLS							
	TOTAL						

(II) TOTAL FRESH ADMISSIONS DURING SESSION: 2023-24								
PRIORITY CATEGORYWISE	I	II	III	IV	V	VI	TOTAL	
BOYS								
GIRLS								
	TOTAL							
SOCIAL CATEGORYWISE	SC		ST		OBC (CL)	OBC (NCL)	GEN	TOTAL
BOYS								
GIRLS								
	TOTAL							
COMMUNITY	HINDU	MUSLIM	SIKH	CHRISTIAN	BUDDHIST	JAIN	**ZOROASTRIAN**	OTHER	TOTAL
BOYS									
GIRLS									
	TOTAL								
DIVYANG/ STUDENTS WITH SPECIAL NEEDS (As per RPwD Act 2016, 21 identified disabilities)	ORTHOPEDICALLY CHALLENGED	VISUALLY CHALLENGED	HEARING IMPAIRED	AUTISTIC	OTHERS	TOTAL	
BOYS							
GIRLS							
	TOTAL							
ADMISSIONS UNDER "RTE"	SC	ST	OBC (NCL)	EWS / BPL	DA / CWSN	TOTAL	
BOYS							
GIRLS							
	TOTAL							

1(B)(ii) STAFF POSITION

Cadre	Staff Sanctioned* (Upload staff sanction letter from KVS)	STAFF POSITION In Position				Category wise						DIFFERENTLY ABLED			
		Male	Female	Third Gender	Total	SC	ST	OBC (CL)	OBC (NCL)	Minority	Gen/ Unreserved	OH	VH	HH	Others
Principal															
VP/Principal Gr.II															
PGT															
TGT															
TGT (WE)															
TGT (AE)															
TGT (P&HE)															
HM															
PRT															
PRT (MUSIC)															
ASO															
SSA															
JSA															
LIBRARIAN															
SUB STAFF															
Hostel Staff															
TOTAL															

1(B)(iii)- Appointing / Engaging of Doctor, Nurses, Special Educator, Counsellors and Coaches (Sports, Performing arts etc.)

Sl. No	Post	Gender	Date of Appointment
1	Counsellor		
2	Nurse		
3	Doctor		
4	Sports Coach		
5	Special Educator		
6	Vocational Instructor (for skill courses)		
7	Any Other		

1(C) - VISION, MISSION AND PLANNING OF THE VIDYALAYA

Sl. No	Activity/Programme	Planned achievement targets	Expected date of completion	Actual Date of Completion/ Actual achievements/ Status Report
1	Fixing vision and mission statements and a set of standard operating procedures.	**Vision statement of the Vidyalaya:** **Mission Statement of the Vidyalaya:**	**Mission:**	
2	Fixing long term and short term plans commensurate with its vision and mission statement for institutional planning.	**Long term Plan:** **Short term Plan:**	**Long Term plan:** **Short Term plan:**	
3	Promotion of innovation by introducing creative methods and techniques that equip students and the institution with 21st century skills.			
4	Any other project undertaken by the vidyalaya			

1- INFRASTRUCTURE PLAN

   (A) - Building Plan:* (Upload photographs -one each)

	Available in No.	Proposed / Expansion (2024-25)	Budget plan (2024-25)
Principal Room			
Class Rooms			
Smart /e-Class Rooms			
Physics lab			
Chemistry lab			
Bio lab			
Jr. Science lab			
Geography Lab			
Computer Lab			
Maths Lab			
Digital Language Lab			
Social Science Lab			
Vocational Lab/Composite Lab			
Yoga Room			
Medical Room			
Art Room			
Resource Room			
ATL LAB			
Music Room			
Activity Room			
Staff Room			
Conference Hall / Auditorium			
Games & Sports Room			
Library			
Children's Park			
Playgrounds			
Garden			
Science/ Maths Park			
Admin Office			
Canteen			
Hostel			
Bathrooms: (Total)			
I. Boys			

II. Girls			
Toilets: (Total)			
I. Boys			
II. Girls			
Facilities for the disposal of sanitary items:			
I. Incinerator			
II. Vending Machine			
Green school initiatives:			
I. Herbal Garden			
II. Kitchen Garden			
III. Medicinal Garden			
IV. Composting Pit / Vermicompost pit			
V. Swachha Vidyalaya implementation			
VI. Rain water harvesting, Water treatment			
VII. Availability of solar plant, Use of LED lights			
Facilities for Promoting Inclusive Education (As per the modalities of RPwD Act 2016)			
i. Ramp			
ii. Special Toilet			
iii. Wheel Chair			
iv. Barrier free access			

(B) - Assets (Furniture)

Furniture Type	Available in No.	Proposed Acquisition/ Repair (2024-25)	Remark
Dual Desk			
Single Desk			
Teacher's Table			
Teacher's chair			
Almirah			
Computer Table			
Computer Chair			
Lab Table			
Lab Stools			
Bed for Medical Room			
Podiums			

(C) - Assets (lab equipment (Value above Rs. 15,000/-)

Name of Lab	Availability of infrastructure as per benchmark of labs	Availability of equipment as per benchmark of labs	Proposed development of infrastructure/acquisition (2024-25)

(D) - Assets (IT Infrastructure) (Value above Rs. 15,000/-)

Articles	Available in No.	Proposed Procurement / Repair (2024-25)	Remark

(E) - Assets (Library)

Sl. No.	Articles	Available in No.	Proposed Acquisition/ Repair (2024-25)	Remark
1	Tables			
2	Chairs			
3	Almirah			
4	Bookshelves			
5	Interactive panel			
6	Desktop Computers			
7	Books in Hindi			
8	Books in English			

(F) - Assets (Music) (Upload photographs –max. two)

Sl. No.	Articles	Available in No.	Proposed Acquisition/ Repair (2024-25)	Remark
1	Harmonium			
2	Synthesizer (Key Board)			

3	Tabla			
4	Dholak			
5	Congo			
6	Flute			
7	Voilin			
8	Mouth organ			
9	Khanjari			
10	Dufflee			
11	Miracus			
12	Marching Triangle			
13	Marching drum			
14	Symbate			
15	Jazz drum set			
16	Any other			

(G) - Assets (Workshop/Art & Craft/Sport) (Value above Rs. 15,000/-)

Department	Articles	Available in No.	Proposed Acquisition/ Repair (2024-25)	Remark
Work Experience / Skill Courses				
Art & Culture				
Sports				
Gardening				
Scout and Guide				
Any other department				

(H) - Assets (Office) (Value above Rs. 15,000/-)

Articles	Available in No.	Proposed Acquisition/ Repair (2024-25)	Remark

(I) -   Medical Room Facilities *(Upload photographs –max. two)

Facilities	Available in No.	Proposed Acquisition/ Repair (2024-25)	Remark
First Aid Kit			
Infrared Thermometer			
Medical Bed			
Wheel Chair			
Almirah for Medicine			
Stethoscope			
Sphygmanometer			
Glucometer			
Sanitizer dispenser			
Pulse oximeter			
Stretcher			
Oxygen Cylinder			
Medical Examination Table			
Eye Testing Drum			
Others			

(J) -   Suggestion Box/Student Gratitude Box* (Upload photographs max. two)

1. Whether the Suggestion Box is installed:

2. Whether the Suggestion Box is opened every week:

3. Whether the record is being maintained regarding suggestions:

4. The Action taken on Suggestions:

5. Whether Gratitude Box is installed:

6. Whether the Gratitude Box is opened every week:

S.No	Suggestion	Action Taken

1.1- SAFETY & SECURITY

(A) -(i) Safety Plan* <mark>(Upload photographs –one of each)</mark>

Security features Installed	No. of articles/ Installed	Whether functioning or not	Location Where installed	Proposed new location for installation (2024-25)	No. of articles required	*Date of refilling/ ** Backup period
Fire Extinguishers *						
Fire Alarm						
CCTV Camera **						
Public Announcement System						

(ii) Emergency Supplies/ Facilities* <mark>(Upload photographs –one of each)</mark>

Facilities	Existing Position	Proposed for Expansion (2024-25)	Article required
Sufficient Drinking Water points (taps etc.)			
Water purifier & water coolers			
Emergency Lighting System			
First Aid Kits			
Emergency Evacuation Plan			
Emergency Communication System			
Water Tanks			
Sanitation Supplies/ facilities for Disposal			
Boundary wall/ Fencing			
Exit/Entrance Gate			
Display of Emergency Phone Numbers			
Display of Vidyalaya Map			

(iii) Security Personnel/Conservancy staff

No. of Persons	Male	Female	Remark

(B) - School Staff Training/Mass Drill:* <mark>(Upload photographs –one of each)</mark>

Training Area	No of Staff & Students Trained	Proposed Plan for training (2024-25)
A. Evacuation Drills		
B. Basic First Aid/ First Responder Skills		
C. Safety Training		
D. Use of Fire Extinguisher		
E. How to turn off electricity, water and gas		
F. Psychological First Aid		
G. Other: _____		

(C) - **MANDATORY CERTIFICATES*** as per CBSE Affiliation norms <mark>(Upload photographs - each)</mark>

Sl. No.	Certificates	Date of Issue	Valid Till
	Fire safety certificate		
	Building safety certificate		
	Water and sanitation certificate		

(D) - **SCHOOL RESPONSE TEAMS**

Sl.No	Particulars	Name of Team Leader (2024-25)	Members with Designation	Contact Details
1.	Child Rights Protection Cell / POCSO Committee (As per NCPCR)		1 2 3 4 5	
2.	Evacuation Team/ School Disaster Management Committee/ Search & Rescue Team (As per NDMA Act)		1 2 3 4 5	
3.	First Aid & Medical Team		1 2 3 4 5	
4.	Team for monitoring Implementation of facilities for Inclusive and equitable education, facilities for SEDG's (As per RPwD Act)		1 2 3 4 5	
5.	Internal Complaint Committee (ICC) (As per directions of KVS HQ)		1 2 3 4	
6.	Grievance Redressal Committee		1 2 3	

2- ACADEMIC

(2.1)- ACHIEVEMENTS AS ON 31st March, 2024

(A) - Curricular Achievements

CLASSES	EXAMINATION (CBSE) (FOR LAST RESULT DECLAIRED BY CBSE)								
	Enrollment	Appeared	Passed	Pass %	PI	% of students getting 90% and above marks	% of students scoring marks between 75%-89%	% of students scoring marks between 60%-74%	Name of position Holders
XII (Sc.)									I_____ II_____ III_____
XII (Comm.)									I_____ II_____ III_____
XII (Hum.)									I_____ II_____ III_____
X									I_____ II_____ III_____
	EXAMINATION (Home)								
XI (Sc.)									I_____ II_____ III_____
XI (Comm.)									I_____ II_____ III_____
XI (Hum.)									I_____ II_____ III_____
IX									I_____ II_____ III_____

(B) THE LEARNING ATTAINMENT OF STUDENTS & TARGET

1) Foundational Stage

Class	Learning Attainment of Students for the year 20__ - 20__ (% of Students)					Target for the year 20__ - 20__ (% of Students)					Remarks
	A+ Grade	A Grade	B Grade	C Grade	D Grade	A+ Grade	A Grade	B Grade	C Grade	D Grade	
I											
II											

2) Preparatory Stage

Class	Learning Attainment of Students for the year 20__ - 20__ (% of Students)						Target for the year 20__ - 20__ (% of Students)						Remarks
	90% and above	75%-89%	60%-74%	45%-59%	33%-44%	Below 33%	90% and above	75%-89%	60%-74%	45%-59%	33%-44%	Below 33%	
III													
IV													
V													

3) Middle Stage

Class	Learning Attainment of Students for the year 20__ - 20__ (% of Students)						Target for the year 20__ - 20__ (% of Students)						Remarks
	90% and above	75%-89%	60%-74%	45%-59%	33%-44%	Below 33%	90% and above	75%-89%	60%-74%	45%-59%	33%-44%	Below 33%	
VI													
VII													
VIII													

4) Secondary Stage

Class	Learning Attainment of Students for the year 20__ - 20__ (% of Students)						Target for the year 20__ - 20__ (% of Students)						Remarks
	90% and above	75%-89%	60%-74%	45%-59%	33%-44%	Below 33%	90% and above	75%-89%	60%-74%	45%-59%	33%-44%	Below 33%	
IX													
X													
XI													
XII													

S No.	CLASS	% of Students who obtained 75% and above marks
1	XI-XII	
2	IX- X	
3	VI-VIII	
4	III- V	
		% of Students who obtained grade "B" and above
5	I-II	
TOTAL		

LEARNING ATTAINMENT TEST (SAFAL)	
Class	**% of students obtained 75% and above**
CLASS 3	
CLASS 5	
CLASS 8	

LEARNING ATTAINMENT TEST (ORF)					
CLASS	SUBJECT	WCPM between 0 - 14	WCPM between 15 - 34	WCPM between 35 - 53	WCPM between 54 - 69	WCPM > = 70

C) QUALITY OF RESULTS

(i)   EXAMINATION (Competitive)

Admission for professional courses	JEE Mains	JEE Advance	NEET	IISER/ NISER	CUCET	CLAT	NDA	OTHERS
No. of students Selected								
Targets								
Target for next session								

(ii)   National Level Scholarship/ Talent Search Examinations

Name of the Scholarship / Examination			
No. of students Appeared			
No of students Selected			
Target for next session			

(iii)   KV has registered on National Scholarship portal for Pre Matric & Post Matric Scholarships – Yes / No

No. of students Registered			
No of Students Received scholarship			

(D) - CO-CURRICULAR ACTIVITIES AS ON 31st MARCH 2024

a)   Achievements in Sports* (Upload certificates of position holders)

NUMBER OF PARTICIPANTS			NUMBER OF POSITION HOLDER		
Regional level	National Level	SGFI/Associations/Federation/KHELO INDIA (Open)	Regional level	National Level	SGFI/Associations/Federation/ KHELO INDIA (Open)

b)   School level and cluster level participation (Total 10 points)

Event	Number of events organized /inter house competitions	Percentage of Participants achieving benchmark	No of position holders
School level			
Cluster level			

c)   Participation in other competitions* (Upload certificates of position holders)

Event	Number of events the school participated	Number of Participants	No of position holders
District level			
State level			
Others			

d) Health Checkup and Maintenance of Physical Health Profile (twice in a year)

	Status of Health checkup and follow up (% of completion)	Status of maintenance of Health card (% of completion)
Primary		
Secondary		

e) EBSB / KALA UTSAV ACTIVITIES* <mark>(Upload certificates of position holders)</mark>

NUMBER OF PARTICIPANTS				NUMBER OF POSITION HOLDERs			
School level	Cluster Level	Regional level	National Level	School level	Cluster Level	Regional level	National Level

f) SCIENCE ACTIVITIES AND ACHIEVEMENTS * <mark>(Upload certificates of position holders)</mark>

AREA	NUMBER OF PARTICIPANTS			NUMBER OF POSITION HOLDER		
	Regional Level	KVS National	National Level	Regional Level	KVS National	National Level
National Children Science Congress						
Rashtriaya Bal Vaigyanik Puraskar						
INSPIRE AWARD Manak						
Maths Olympiad (RMO/INMO/NMO)						
YUVIKA						
PRAYAAS						
VIGYAN JYOTI						
Others						

g) Action taken by the school to promote scientific temper

Sl. No	Name of the activity (Activities performed under introduction of AI and other subjects as skill subject in Class VIII/maintenance of ATL lab and activities under it/Celebration of National Science Day etc)	Percentage of students participated
	National and International Activity if Any	
	Skill Education	

h) BHARAT SCOUT & GUIDE ACHIEVEMENTS*<mark>(Upload certificates of qualifiers)</mark>

Sl. No	Number of participants appeared for given stage(level)			Number of participants qualified in the stage (certificate awarded)		
	Rashtrapati Purashkar/Golden Arrow	Rajya Purashkar/ChaturthCharan	Tritiya Sopan/Tritiya Charan	Rashtrapati Purashkar/Golden Arrow	Rajya Purashkar/Chaturth Charan	Tritiya Sopan/Tritiya Charan
Scout & Guides						
Cub & Bulbul						

i) TARUNOTSAV

S.NO	Name of the activity	No. of students trained	Remarkable achievements if any

(E) -OTHER REMARKABLE ACHIEVEMENTS (In 100 words)

1.
2.
3.
4.
5.
6.
7.
8.
9.
10.

(F) -Status of Foreign & Regional Language:

S.NO	NAME OF THE LANGUAGE	NO. OF STUDENTS ENROLLED FOR THE LANGUAGE											
		VI	% of students	VII	% of students	VIII	% of students	IX	% of students	X	No of students certified	XI	% of students	XII	No of students certified

(2.2)- PLANNING FOR THE YEAR (2024-25)

(A) -Strategic goals and plan for expected improvement of quality & quantity of result for 2024-25

Class	Enrollment		Pass %		PI		Strategies / Plan of Action	Remarks
			Achieved (2023-24)	Target (2024-25)	Achieved (2023-24)	Target (2024-25)		
	Previous Session (2023-24)	Current Session (2024-25)	Previous Session	Current Session	Previous Session	Current Session		
XII (Sc.)								
XII (Comm.)								
XII (Hum.)								
X								
XI (Sc.)								
XI (Comm.)								
XI (Hum.)								
IX								

(B) -
    (i) Vidyalaya level workshops to be planned for all teachers (Including online workshops):

Short duration workshops to be organized at Vidyalaya level	Strategies	Target	Expected Achievement	Remarks
Content enrichment through Demonstration/Meeting/ seminars in concerned subjects				
21st century Skills				
Life Skills/Adolescent Education programme/Gender sensitization				
Pedagogical practices-experiential learning/socio emotional learning, sports/arts integration/Multidisciplinary Approach/CBE/Digital pedagogy and blended learning				
Safety, Rights and security of children/POCSO Act/RTE Act				
Inclusive and Equitable Education				
Workshop for planning the TLM/Activity and graded assignments/Question Bank				
To familiarize teachers with the spirit and content of NCF and Recommendations of NEP				

To familiarize teachers with the curriculum documents and support material brought out by CBSE				
To familiarize teachers with the curriculum documents and support material brought out by NCERT Like Learning Outcomes & Exemplar				
Induction program for newly recruited staff member at Vidyalaya level				
Any other training				

(ii)   Workshops for capacity building

Name of the Workshop	Name of teacher	Designation / Subject	Area of concern	Strategies

(iii)   Teachers' Achievements* (Upload relevant documents)

Name of the Teacher	Achievements

(iv)   Expected Co-curricular activities for 2024-25 (Current Session):

Activities	Planned Targets/ Date of completion	Actual Date of Completion	Remarks/ Shortfall (if any)
Investiture ceremony			
Finalization of CCA schedule			
Value Education Programme/Awakened Citizen Programme			
School Annual Day/ Sports Day			
Educational Excursions			
Adventure Activities			
Health Checkup of Students			
National Adolescence Education Programme			
Library Week			
Book Fair			
EBSB /KALA UTSAV			
Art Exhibition			
Bal Mela (Under NIPUN)			
Club Activities- Eco Club, Democracy Club, Standard Club etc.			

RBVP			
National Children Science Congress			
Publication of Vidyalaya Patrika			
News Letter			
Scout & Guide Activities:			
1. **Pratham Sopan Test**			
2. **Dwitiya Sopan Test**			
Cub & Bulbul Activities:			
1. **Prathama Charan**			
2. **Dwitiya Charan**			
3. **Tritiya Charan**			
Any Other			

(v) COMPENSATION OF ACADEMIC LOSS PROGRAMME (CALP)

S.No	Class	No. Of Programmes organized	Activities Planned

(vi) PUSTAKOPAHAR

No of Books Gifted by the students	No of Books taken by students

(vii) NCC

Wing (Army/Navy/ Airforce)	No. of Troops	No of Students

(viii) NSS

Teacher Head	No of Students	

(ix) SCHOOL BAND   Type of School Band

School Band	
Teacher Head	No. of Students Trained

(x)   ACTIVITIES PLANNED/TARGET FOR NATIONAL/REGIONAL/CLUSTER LEVER PARTICIPATION 2024-25

Activities	Percentage of participants at school Level	No. of students targeted for selection to higher level		
		Cluster	Regional	National
Maths Olympiad				
National Children Science Congress				
RBVP				
INSPIRE AWARD-Manak				
YUVIKA				
PRAYAAS				
VIGYAN JYOTI				
JIGYASA				
EBSB				
Kala Utsav				
Youth Parliament				

Games & Sports:

Name of the Event	Percentage of participants at school Level	No. of students targeted for selection to cluster level	No. of students targeted for selection to Regional level	No. of students targeted for selection to National level
Scout & Guides	Pravesh	Golden Arrow	Rajya Puraskar	Rashtrapati Puraskar
OTHERS (Mention any sports, cultural, science, international event etc outside KVS) (Science Olympiad, Cyber Olympiad, Green Olympiad, IGBC Green building contest etc)	Percentage of participants at school Level	Percentage of participants at _____ Level(Fill the appropriate level)	Percentage of participants at _____ Level(Fill the appropriate level)	Percentage of participants at _____ Level(Fill the appropriate level)

3- ADMINISTRATION & FINANCE

S No	Activity/Programme	Planned achievement targets	Expected date of completion	Actual Date of Completion/ Actual achievements/ Status Report
1	Maintenance of Records			
1.1	Service Books with entries like service verification, leave entries, EWS, increments ,GPF nomination etc.			
1.2	No of cases pending i) Probation Reports ii) Confirmation Cases iii) Senior/Selection Cases iv) Leave in conjunction with vacation & Breaks			
1.3	Staff attendance Register with Leave entries			
1.4	Staff Sanction Proposals for upgradation/Additional Section Etc.(As per CCEA Approval 2 Section KVs)			
1.5	Antecedent verification & Police verification of all employees posted in the vidyalaya			
1.6	Verification of Caste Certificates			
2	**Selection of staff for contractual appointments**			
3	Vidyalaya Management Committee/ Vidyalaya Executive Committee Meetings			
4	CBSE Affiliation			
5.1	Class Attendance Register and data of Fee collection			
5.2	Students Admission & TC issue register			
5.3	Status of Grants/Scholarships for eligible students (SC/ST/OBC(NCL)/OBC/) etc.			
6	Construction Works:			
	i) Maintenance & Repairs			
	ii) Development work			
	iii) Colouring/White washing of school building and staff quarters, etc.			
	iv) Proposal for additional class room			
7	Transfer of land/execution of lease deed etc. if required			
8	Annual stock verification/ condemnation & Disposal of condemnation Article			
	i) Disposal of e-waste through District e-waste proposal and auction of Condemned articles			

9	Preparation of Vidyalaya Asset Register/ Maintenance of Stock Register			
10	Financial Management			
	i) Budget proposals			
	ii)Revised Estimates			
	iii)Rectification if any			
11	**Rajbhasha Implementation** * (Upload Rajbhasa reopors in single file)			
	Activity	Target Date	Actual Date of Completion	Remarks
	Timahi Meetings			
	Installation of Bilingual Sign Boards			
	Installation of Achievement Boards (Bilingual)			
	Installation of Incumbency Boards (Bilingual)			
	Availability of bilingual rubber stamps			
	Report sent to RO for all Meetings			
	Reports Sent to TOLIC/ Official Language Site			

12. Correspondence in Hindi

Target for the year 20___ in %	Achievement in %

13. Audit of school accounts

Activity/Programme	Total Paras Pending at the beginning of the year	Expected Date of Settlement	Actual No. of Paras Settled	Remarks
Audit Paras **(A) Internal Audit Para**				
(B) A G Audit Para				

14. Disposal of Court cases/RTI queries

No. of Cases/queries	Subject of litigation/query	Current Status	Remarks

4- BENEFICIARY SATISFACTION (COMMUNITY PARTICIPATION)

(A) -   FOR STUDENTS

Student Council Meetings (Meetings to be conducted before staff meeting for the month) *(Upload Photographs and minutes of meeting

Sl No	Date of Meeting	Main points discussed	Follow up/Action taken

(B) - FOR TEACHERS

Sl No	Opportunities for teachers to voice out concerns/Committees to redress teachers' grievances	No of meetings	Main points discussed	Follow up/Action Taken
1	Staff Meetings			
2	ICC			

(C) - FOR PARENTS

Is visiting hour specified for parents?

Whether suggestion/complaint /Gratitude box maintained? Give details

Whether separate mail id is maintained for taking parents' suggestions/complaints?

Number of PTMs conducted

Sl.No	Type of meeting	Details of Meeting [Specify classes, date of meeting, purpose etc]	Action Taken/Remarks
	Class PTM		
	PTA		
	Parent Advocacy programmes		
	Parent awareness meetings		
	Any other		

(D) - FOR COMMUNITY

Sl. No	Programme Organised	Date of conduct	Target group	Brief description
	Skill hub			
	ATL outreach programmes			

(E) -   Plan to encourage Community & Social Services by the students

Program/ Campaign	Objective of Program/ Campaign	Target Area/ Population	Resources required

(F) - Plan for Sharing facilities/ resources with less developed school

Program/ Campaign	Objective of Program/ Campaign	Target schools	Resources required

(G) -ALUMNI * (Upload photograph of activities)

➢ **Outstanding Alumni** (Alumni who has recognition at local/state/National/International level in different fields-Cultural, Technical, scientific, medicine, political, administrative etc) – only prominent members restricted to only 10
➢ Whether alumni association is constituted?
➢ Number of Activities Organized (20__ - 20__):
➢ Number of Classes/ Sessions taken by Alumni (20__ - 20__):
➢ Activities Planned under Alumni (20__ - 20__):
➢ Any other contribution by Alumni in the Vidyalaya:

(H) - EFFICIENT RESOURCING AND EFFECTIVE GOVERNANCE THROUGH SCHOOL COMPLEXES/CLUSTERS

S No	Area	Activity Planned	Achievement
1	Sharing of Teachers/Resources/Contribution to cluster		
2	Academic/Sports/arts/crafts events		
3	Improved support for children with special needs		
4	School as "Samajik Chetna Kendra"		

(I) - Activities under Vidyanjali

Type of contribution done by volunteer	Name and other details of the volunteer	Details of contribution done (services/activities/sponsorship/assets/material/equipment/M&R work done)
Contribution in Generic Level services/activities		
Contribution in **Sponsorship activities**		
Contribution of assets/material/equipment		

5- INCLUSIVE PRACTICES

(A) Detail of Admission

Category	No of application received (20---20--)	No of admissions granted	Admissions to (Specify class)	REMARKS
RTE				
DA (CWSN)				
MINORITIES				

(B) - Facilities offered for CWSN* <mark>(upload photograph(s) – one of each)</mark>

Type of facility	Description	Whether functional?	Whether adequate?	Remarks
Ramp to the ground floor				
Ramp to the first floor				
Wheel chair				
Sign board				
Wash rooms				
Furniture				
Sports facilities offered				
Academic resources offered				
Any other support offered				

(C) - Whether special educator is appointed / engaged?

(D) - Whether different assessment strategies are devised for CWSN cases as per the requirement?

(E) -   Details of awareness programs and programs for empowerment done.

Sl No	In house awareness programs conducted for empowerment of :	Brief description	Follow up/Remarks
	Teachers		
	Parents		
	Students		

SUMMARY

Sl.No.	CBSE SQAA		KVS ASSESSMENT TOOL	
	DOMAIN	**WEIGHTAGE**	**DOMAIN**	**WEIGHTAGE**
1.	SCHOLASTIC PROCESSES	25%	SCHOOL PLANT	**20 %**
2.	COSCHOLASTIC PROCESSES	15%	ACADEMIC	**40 %**
3.	INFRASTRUCTURE	10%	SCHOOL ADMINISTRATION, MANAGEMENT & GOVERNANCE, LEADERSHIP	**6.5 %**
4.	HUMAN RESOURCES	10%	FINANCE	**4.5 %**
5.	INCLUSIVE PRACTICES	10%	STAKEHOLDER SATISFACTION AND AUDIT/ACTIVITIES ORGANISED UNDER COMMUNITY PARTICIPATION	**10 %**
6.	MANAGEMENT AND GOVERNANCE	10%	INCLUSIVE PRACTICES	**10 %**
7.	LEADERSHIP	10%	GRACE POINTS	**8%**
8.	BENEFICIARY SATISFACTION	10%	OVER ALL OBSERVATION BY AC/DC IN THE LIGHT OF THE CONSTRAINTS FACED BY THE VIDYALAYA	**1%**

Links for uploading documents through Google drive

1. Affiliation No. (Upload affiliation Letter issued by CBSE)
2. Name of The Chairman*(Upload list of VMC Members approved by KVS RO)
3. Staff Sanctioned* (Upload staff sanction letter from KVS)
4. Achievements in Sports* (Upload certificates of position holders)
5. Participation in other competitions* (Upload certificates of position holders)
6. EBSB / KALA UTSAV ACTIVITIES/(Upload certificates of position holders)
7. Science Activities and Achievements * (Upload certificates of position holders)
8. Bharat Scout & Guide Achievements*(Upload certificates of qualifiers)
9. Building Plan:* (Upload photographs -one each)
10. Assets (Music) (Upload photographs –max. two)
11. Medical Room Facilities *(Upload photographs –max. two)
12. Suggestion Box/Student gratitude Box* (Upload photographs max. two)
13. Safety Plan* (Upload photographs –one of each)
14. Emergency Supplies/ Facilities* (Upload photographs –one of each)
15. School Staff Training/Mass Drill:* (Upload photographs –one of each)
16. Mandatory Certificates* (Upload photographs - each)
17. Teachers' Achievements* (Upload relevant documents)
18. Rajbhasha Implementation * (Upload Rajbhasha reports in single file)
19. Alumni * (Upload photograph of activities)
20. Facilities offered for CWSN* (upload photograph(s) – one of each)
21. Student Council Meetings *(Upload Photographs and minutes of meetings)
22. Any other Document(s)