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The Assistant Commissioner
Kendriya Vidyalaya Sangathan
All Regional Offices

Sub:- Constitution of Students' Council in Kendriya Vidyalayas.

Madam/Sir,

As of now there is no uniform system of appointing school captain, prefects, house captains and other such student leaders in KVs. Few schools on their own do have some system which varies markedly from school to school. The idea of having a students' council to develop leadership qualities in students and fostering a sense of responsibility in them was discussed in in-house academic meeting held on 02.08.2010. It was decided to form comprehensive guidelines in this matter, with a view to :-

- inculcating democratic values and respect for the constitution and constitutional authorities
- fostering leadership qualities
- ensuring that the students become active partners in the smooth functioning of the Vidyalaya

Students' council will be constituted in each Vidyalaya as follows -

Salient features are as follows :-

1. Introduction

In order to have a link between faculty and students and help students in solving their problem, making them responsible & accountable, fostering quality of leadership, making them active partners in the smooth functioning of the Vidyalaya Students' council should be constituted.

2. Composition

Students' council will consist of the following office bearers :-

- (i) School Captain (Boy/Girl) - 2
- (ii) School Vice Captain (Boy/Girl) - 2
- (iii) School Sports Captain (Boy/Girl) - 2
- (iv) House Captain (Boy/Girl) - 4x2= 8
- (v) House Vice Captain (Boy/Girl) - 4x2= 8
- (vi) House CCA Captain (Boy/Girl) - 4x2= 8
- (vii) House CCA Vice Captain (Boy/Girl) - 4x2= 8
- (viii) House Sports Captain (Boy/Girl) - 4x2= 8

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(ix)	House Publication Captain (Boy/Girl)	-	4x2= 8
(x)	House Prefects (Boy/Girl)	-	4x2= 8
			Total 62

- (b) Student leaders as mentioned from (iv) to (x) may be increased/decreased as per situation and requirement.
- (c) Besides, two monitors from each class (Boy/Girl) will be nominated.
- (d) The captain will be from the highest class (X/XII) and vice captain would be from next highest class (class IX & XI).

Procedure for Selection

- (i) Class monitor would be nominated by the class teacher
- (ii) IV to X will be nominated by the House Masters and other teachers of the house.
- (iii) Selection of the school captain/vice captain and sports captain will be done by a committee consisting of Principal, Vice Principal, CCA Incharge, PET and some other teacher(s) nominated by the Principal.

Step 1 : Name of the students from classes highest and next highest class who wish to volunteer to be a part of the Student Council are invited.

Step 2 : A panel of four to five teachers including Vice Principal is formed to interview student volunteers.

Step 3 : The range of questions asked during the interview session vary between questions related to their reasons for being part of the council, things that they would like to change about the existing systems to expressing any innovative ideas they might have. Apart from being marked for the aptness and ingenuity of their responses, they are also judged for their academic performance and record of conduct in the past. Popularity amongst students should also be an important yardstick.

Step 4 : The panel of judges makes a note of students' responses and judges them as fit or otherwise for the specific council posts.

Step 5 : The students council is thus constituted after a discussion amongst the panel members and the Vice Principal on the aptness of the choices made for specific posts.

Step 6 : The final list of the members notified by Principal.

Step 7 : The members of the panel sign on the minutes of the process that are recorded in the CCA register. It is then signed by the Principal.

4. Investiture Ceremony

(a) Once students' council is constituted, school will conduct the investiture ceremony in a solemn and befitting manner preferably in the presence of some distinguished guest like Chairman VMC etc.

(b) Oath Ceremony : Following oath will be administered to the office bearers by the Principal.

This is my school and I feel proud to be part of it. It is my ardent duty to keep the banner of my school high.

My responsibilities include paying respect to my teachers, helping juniors, discriminate between right and wrong, maintain decorum and cleanliness within the school campus.

I promise to abide by the rules and regulations of the school of which I am an integral part.

(c) Badges and sashes are given to the school captains by the Principal and badges to other officer bearers by the Vice Principal and House Masters.

(d) Address by the Principal

Principal talks about the duties bestowed on the members of students' council and gives his/her blessings.

(e) Flag Receiving Ceremony

- The head boy and head girl receives the school flag from the Principal
- The sports captain receives the flag from the PET
- The house captains receive the house flag from the house masters

(f) School Captain address the school assembly

(g) Vice Captain proposes the vote of thanks

(h) This is followed by a photo session of members of the students' council (except monitors) for publication in the school magazine.

5. Charter of Duties

- To exhibit high level of academic integrity, ethical and disciplinary standards
- To be a positive role model worth emulating
- To show exemplary conduct in their day to day dealings
- To be positive and work with others to solve problems
- To attend all planning meetings
- To work actively at all special events
- To interact with students to discuss ideas and concerns
- To work pro-actively to bring positive change
- To work towards inculcating moral values among students
- To develop a respect for peers, teachers and other staff members.
- To instill a collective consciousness among students to work towards raising the academic and ethical standards of the students in the Vidyalaya
- To maintain high degree of decorum in speech and action
- To not be biased towards or against anyone and be fair and balanced in their judgment
- To never overstep protocol and exhibit proper etiquettes
- To win over other students with love and trust rather than domination and rudeness
- They help in the smooth conduct of co-curricular activities
- Sensitize students to maintain a clean, green environment in the Vidyalaya

6. Students' council must meet at least once in a month. Agenda invariably should include the discussion about the students' problems, their views and suggestions for further improvements. Minutes of the meeting must be recorded in a register to be signed by School Captain/Principal/Vice Principal.

7. EO/AC should interact with the students' council at the time of school inspection and minutes recorded in the register.

8. School Captain (Boy/Girl) may be given blazer for which an expenditure of Rs.1000/- per head may be made out of VVN. All office bearers must be given badges. Other expenditure for the functioning of students' council will be met out of VVN. Expenditure shall be booked under the head "Pupil Society".

9. Copy of the charter of students' council should be displayed on the notice board and a copy should be given to the members of the council.

10. Student Council should also be constituted for primary classes where captain and vice captain will be from class V & IV and HM will be the incharge for the same.

11. The aim of forming a students' council is to spot and develop leadership qualities. Instead if it becomes a means to fulfill vested interests then Principal is empowered to dissolve it. The provision however should be used sparingly and in consultation with EO/AC/Chairman VMC.

12. If any member of the council acts in a way unbecoming of accepted norms of the council the Principal will have the right to remove such a member from the council.

13. For session 2010-11, students' council must be constituted by 15.09.2010. Consolidated report of the regions about its constitution must be sent to KVS by 30.09.2010 and from next session onwards it must be constituted by 05th July.

You are requested to send these guidelines to all the Kendriya Vidyalayas under your jurisdiction for strict compliance.

This issues with the approval of the Commissioner, KVS.

Yours faithfully,

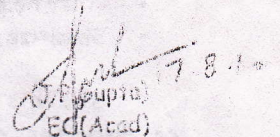


(Dr. Sachi Kant)

Joint Commissioner (Acad) -I/C

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