

PM SHRI KENDRIYA VIDYALAYA LAKHANPUR

Date:31.08.2024

CIRCULAR CCA
DAY-WISE SCHEDULE FOR OBSERVING SWACHHTA PAKHWARA
FROM 01ST TO 15TH SEPTEMBER 2024

With Reference to KVS RO Jammu Letter No. F.110336/01/2024/KVS(HQ)/ Acad/C-19493/SP Dated: 23.07.2024, this is informed to all staff members that Swachhta Pakhwada will be observed in the Vidyalaya as scheduled below:

Day & Date	Activity	Name & Signature of Teacher
Monday 02.09.2024	'Swachhta Shapath' in Morning Assembly	Mrs. Nisha Khan R I/C Mr. Pradeep (Photo&Video)
	Inspection of Water & Sanitary Facilities in school and do a quick assessment of water, sanitation and hygiene facilities and make proposal /plan for repair and upkeep of facilities if required.	Mrs. Bharti I/C Mr. Rajeshwar Mr. Kartar Mrs. Kavita Mrs. Ankita
Monday 02.09.2024	Parents Teachers Association Meeting small groups to highlight the importance of cleanliness & sanitation and hand washing.	Mr. Rajeshwar Singh I/C Mr. Kishor Lal Mr. Anup Mrs. Deepika Ms. Anju Mrs. Reema
Tuesday 03.09.2024	Extensive Cleaning: Weeding out /recording old files as per procedure	Mr. Kishor Lal I/C Mr. Rajeshwar Singh Mr. Pravinder Singh
	Waste Removal Broken furniture, unusable equipments etc to be removed from the school premises	Ms. Preeti Tanwar I/C Ms. Bharti Mr. Harpreet Singh Mr. Tilak Raj Mr. Arun Chairwal
Wednesday &04-09-2024	Community Outreach Day-1: Visit to a nearby village to address local communities on Swachhta.	Mr. Arun Chairwal I/C Mr. Pravinder Singh Mr. Kartar Mr. Tilak Raj
Thursday 05.09.2024	Community Outreach Day-2: Teachers Day Celebration with a message of cleanliness to students.	Mr. Harpreet Singh I/C Mr. Tilak Raj Mrs Nisha Khan Mrs. Megha Sharma
Friday 06.09.2024	Green School Drive Day Part-1: Morning Assembly Talk by Teacher to educate students about conservation of water, to sensitize students about the scarcity of water and protect natural sources of water and also motivate students to save at least one litre of water per day and judicious use of water at home and at school.	Mr. Rajeshwar Singh, I/C Mrs. Tania Sharma
	Green School Drive Day Part-2: Competitions in slogan writing, poster making and pamphlets on different themes - water conservation, eliminating single use plastic etc. which will be displayed in exhibitions in school and evaluated for prize distribution day.	Mr. Kartar Singh,I/C Mr. Tejinder Kashyap Ms. Harshita Ms. Aarti Meena

- Saturday 07.09.2024 **Swachhta Participation Day:** Mr. Rajeshwar Singh, I/C
Classroom and school cleanliness Competition All Class Teachers
 after morning assembly. All kinds of waste material to be removed completely.
- Competition** on essay writing, poem recitation, debate, elocution, skit in Hindi/English after morning assembly. Mrs. Sakshi I/C
 Mrs. Nisha Khan
 Mr. Shri Dutt
 Mr. Tejinder Kashyap
- Quiz Competition** after morning assembly. Mrs. Megha Sharma I/C
 Mrs. Monika
- Model Making Competition:** In the beginning of Swachhta Pakhwada, selected students will be asked to participate in Model Making Competition by preparing their innovating models on theme of Swachhta Awareness in school and selected Models will be displayed in ATL Lab on 08.09.2024. Mr. Harpreet Singh, I/C
 Mr. Tilak Raj
 Mr. Anup
- Monday 09.09.2024 **Handwash Days** Mr. Rajeshwar Singh, I/C
 A Teacher Talk in Morning Assembly Ms. Aradhana Chouhan
 &
 Tuesday 10.09.2024
- Wednesday 11.09.2024 **Personal Hygiene Day** Ms Aradhana Chouhan I/C
Activities: Handwashing, nail cutting etc. Mr. Pardeep Kumar
 Mrs. Kavita
 Ms. Aradhana Chouhan
 Ms. Damini
- Thursday 12.09.2024 **Swachhta School Exhibition Day:** Mr. Kartar Singh, I/C
 Selected photographs of activities, art work, creative writing work etc. done during Swachhta Pakhwada will be displayed in the Vidyalaya. Mrs. Deepika
 Ms. Prachi
 Ms. Nupur
- Friday 13.09.2024 **Swachhta Action Plan Day-1:** VMC or Students Council Meeting to discuss the Swachhta Pakhwada activities in the Vidyalaya to keep our Vidyalaya neat and clean. After the meeting minutes of meeting will be recorded. Mr. Harpreet Singh, I/C
 House Masters & Associates:
 Shivaji House
 Tagore House
 Ashoka House
 Raman House
- Friday 13.09.2024 **Swachhta Action Plan Day-2:** Class Monitors Meeting to discuss the Swachhta Pakhwada activities in the Vidyalaya to keep our Vidyalaya neat and clean. After the meeting minutes of meeting will be recorded. Mr. Pravinder Singh, I/C
 All Class Teachers Classes
 VI A and VI B
 VII A and VII B
 VIII A and VIII B
 IX A & IX B
 XA and XB
 XIA and XIB
 XII A & XII B
- Saturday 14.09.2024 **Prize Distribution Day:** Prizes will be distributed to the winners of competitions held under Swachhta Pakhwada. Mrs. Nisha Khan R, I/C
 Mrs. Sakshi
Sum up of the activities and work undertaken during the Pakhwada and selection of best activities to be uploaded on the website in public domain. Mr. Narinder Singh
 Mr. Tejinder Kashyap

NOTE: Total No. of Students/Teachers/Parents/Villagers participated in the activity with photographs, videos and publicity materials will be urgently required daily for further uploading on Google Tracker. For timely updating data on google tracker, **all teacher in charges involved in Swachhta Pakhwada will send their activity written reports along with 5 selected photographs and 2 videos of two minutes duration properly edited with school name and activity, on the same day, to Mr. Tejpal** and the following teachers as

well:

Special Duty of Uploading Data: They will ensure the Mr. Harpreet Singh daily activity data must be uploaded and posted on Google Mr. Tejpal Tracker and Vidyalaya Website timely. Mr. Tejwant Singh

(Rajeshwar Singh, PGT-Bio)
Overall I/C

(Principal)