

**PART – A**  
**VIDYALAYA PLAN**

**VIDYALAYA PROFILE**

**GENERAL INFORMATION**

<b>NAME OF THE VIDYALAYA</b>	<b>No. 1 Jalandhar</b>	<b>REGION</b>	<b>Type of BuildingA1/A/B/C/D/E</b>
		Chandigarh	Type 'B'
<b>SCHOOL CODE</b>	1669	<b>AFFILIATION NO.</b>	1600004
<b>YEAR OF ESTABLISHMENT</b>	1963	<b>SECTOR</b>	Defence
<b>GEOGRAPHICAL LOCATION (COORDINATES)</b>	31°17'6"N 75°37'27"E / 31.28500°N 75.62417°E / 31.28500; 75.62417		
<b>AREA (BUILT UP)</b>	03 Acres	<b>TOTAL AREA</b>	15 Acres
<b>NAME OF THE PRINCIPAL</b>	Sh. Satnam Singh	Landline (o)-01812262233 Landline (R)- Mobile-9779072240 E-mail-kv1jalandharcantt@gmail.com	
<b>DATE OF JOINING IN</b>	PRESENT KV-23/07/2018	PRESENT POST-03.03.2015	
<b>NAME OF THE PERSON WHO CAN BE CONTACTED IN ABSENCE OF PRINCIPAL</b>	Ms. Narinder Kumari Chumber, PGT Chemistry		
		Mobile No. 8289095029	
<b>NAME OF THE CHAIRMAN</b>	Maj. Gen. K V Jauhar	Landline (o)-	0181- 2260396 Landline (R)- Mobile- E-mail-

**KENDRIYA VIDYALAYA NO.1, JALANDHAR CANTT**  
**Enrolment Position as on 30.06.2023**

Class & Section	General			SC			ST			PH			OBC			Minority			Muslim			Total		
	Boys	Girls	Total	Boys	Girls	Total	Boys	Girls	Total	Boys	Girls	Total	Boys	Girls	Total	Boys	Girls	Total	Boys	Girls	Total	Boys	Girls	Total
I	18	16	34	23	31	54	0	0	0	1	0	1	15	15	30	1	0	1	2	2	4	60	64	124
II	26	26	52	28	27	55	0	0	0	0	0	0	4	6	10	0	0	0	0	0	0	58	59	117
III	18	19	37	20	30	50	0	0	0	0	0	0	16	13	29	3	2	5	0	1	1	57	65	122
IV	15	22	37	31	25	56	1	0	1	1	0	1	16	8	24	3	4	7	3	0	3	70	59	129
V	15	14	29	34	29	63	0	0	0	0	0	0	9	9	18	1	3	4	2	1	3	61	56	117
Total	92	97	189	136	142	278	1	0	1	2	0	2	60	51	101	9	8	17	7	4	11	306	203	609
VI	19	21	40	34	19	53	0	1	1	0	0	0	12	6	18	4	1	5	0	0	0	69	48	117
VII	23	31	54	24	25	49	2	0	2	0	0	0	9	6	15	1	0	1	1	2	3	60	64	124
VIII	17	18	35	30	33	63	0	0	0	0	0	0	6	9	15	1	8	9	0	0	0	54	68	122
Total	59	70	129	88	77	165	2	1	3	0	0	0	27	21	48	6	9	15	1	2	3	183	180	363
IX	27	25	52	33	29	62	2	0	2	1	0	1	7	9	16	3	1	4	1	0	1	74	64	138
X	18	22	40	27	17	44	0	0	0	0	0	0	5	2	7	2	3	5	3	1	4	55	45	100
Total	45	47	92	60	46	106	2	0	2	1	0	1	12	11	23	5	4	9	4	1	5	129	109	238
XI-A	12	11	23	8	2	10	0	0	0	0	0	0	5	4	9	0	1	1	0	0	0	25	18	43
XI-B	9	8	17	9	9	18	0	0	0	0	0	0	2	3	5	1	0	1	0	0	0	21	20	41
XI-C	4	5	9	8	12	20	0	0	0	0	0	0	4	3	7	2	3	5	0	0	0	18	23	41
Total	25	24	49	25	23	48	0	0	0	0	0	0	11	10	21	3	4	6	0	0	0	64	61	125
XII-A	11	5	16	5	1	6	0	0	0	0	0	0	1	1	2	0	3	3	1	0	1	18	10	28
XII-B	8	4	12	5	12	17	0	0	0	0	0	0	1	1	2	0	1	1	0	0	0	14	18	32
XII-C	3	8	11	7	3	10	0	0	0	0	0	0	0	3	3	0	2	2	0	1	1	10	17	27
Total	22	17	39	17	16	33	0	0	0	0	0	0	2	5	7	0	6	6	1	1	2	42	45	87
TOTAL XI-XII	47	41	88	42	39	81	0	0	0	0	0	0	13	15	28	3	10	13	1	1	2	106	106	212
TOTAL VI to XII	151	158	309	190	162	352	4	1	5	1	0	1	52	47	99	14	23	37	6	4	10	418	395	813

**KENDRIYA VIDYALAYA NO.1, JALANDHAR CANTT**
**Enrolment Position as on 30.06.2023**

CLASS	CATEGORY -I			CATEGORY -II			CATEGORY - III			CATEGORY -IV			CATEGORY -V			G.TOTAL			
	SECTION	Boys	Girls	Total	Boys	Girls	Total	Boys	Girls	Total	Boys	Girls	Total	Boys	Girls	Total	Boys	Girls	Total
I		12	14	26	1	1	2	0	1	1	1	1	2	46	47	93	60	64	124
II		10	11	21	0	0	0	0	0	0	0	0	0	48	48	96	58	59	117
III		17	23	40	1	1	2	1	2	3	0	0	0	38	39	77	57	65	122
IV		29	17	46	1	0	1	1	0	1	0	0	0	39	42	81	70	59	129
V		17	21	38	2	1	3	0	3	3	0	1	1	42	30	72	61	56	117
Total		85	86	171	5	3	8	2	6	8	1	2	3	213	206	419	306	303	619
VI		21	20	41	0	2	2	0	1	1	1	0	1	47	25	72	69	48	117
VII		22	24	46	2	2	4	0	1	1	1	0	1	35	37	72	60	64	124
VIII		24	23	47	0	0	0	0	3	3	0	0	0	30	42	72	54	68	122
Total		67	67	134	2	4	6	0	5	5	2	0	2	112	104	216	183	180	363
IX		32	26	58	1	1	2	4	2	6	0	0	0	36	34	70	75	63	138
X		19	20	39	0	0	0	2	0	2	0	0	0	34	25	59	55	45	100
Total		51	46	97	1	1	2	6	2	8	0	0	0	70	59	129	130	108	238
XI - A		19	13	32	0	0	0	1	0	1	0	0	0	5	5	10	25	18	43
XI- B		6	5	11	0	0	0	1	1	2	0	0	0	14	14	28	21	20	41
XI- C		7	14	21	0	0	0	1	2	3	0	0	0	10	7	17	18	23	41
Total		32	32	64	0	0	0	3	3	6	0	0	0	29	26	55	64	61	125
XII- A		17	7	24	0	0	0	0	0	0	0	0	0	1	3	4	18	10	28
XII- B		9	8	17	0	0	0	1	1	2	0	0	0	4	9	13	14	18	32
XII-C		6	10	16	0	0	0	1	0	1	0	0	0	3	7	10	10	17	27
Total		32	25	57	0	0	0	2	1	3	0	0	0	8	19	27	42	45	87
Total XI & XII		64	57	121	0	0	0	5	4	9	0	0	0	37	45	82	106	106	212
Total		182	170	352	3	5	8	11	11	22	2	0	2	219	208	427	419	394	813

**(I) STAFF POSITION as on 01-07-2023**

Cadre	Sex wise			Category wise					Physical handicapped			
	Male	Female	Total	SC	ST	OBC	Minority	Others	OH	VH	HH	
<b>Principal</b>	01		01	01								
<b>VP/Principal Gr.II</b>	0		0	-								
<b>PGT</b>	06	05	11	05		01						
<b>TGT</b>	02	09	11	03		01						
<b>TGT (WE)</b>	01		01			01						
<b>TGT (AE)</b>	-	01	01									
<b>TGT (P&amp;HE)</b>	01	-	01									
<b>HM</b>	-	1	01									
<b>PRT</b>	-	14	14	03		01			01			
<b>PRT (MUSIC)</b>	-	01	01									01
<b>ASO</b>	01	-	01	01								
<b>SSA</b>	01	-	01									
<b>JSA</b>	-	01	01									
<b>LIBRARIAN</b>	01	-	01	01								
<b>SUB STAFF</b>	04	01	05	05								
<b>Hostel Staff</b>	-	-	-									
<b>TOTAL</b>	18	33	51	18		05	01					

**DATA RELATED TO WORKING SPOUSE OF TEACHERS:**

S No	Name of Teacher	Designation	Name of Spouse	Details of organization & place where the spouse is working	Remarks
1	Mr.Satnam Singh	Principal	Ms.Balwinder Kaur	Govt Senior Sec School BalhUna	
2	Ms SAKUNTALA DEVI	PGT BIOLOGY	Mr.VISHAVJEET	FCI Nakodar	
3	Mr. Ravi Sohpaal	PGT ECONOMICS	Mrs. Rani Kamal	SBI BANK	
4	Mrs. HarvinderKaur	PGT English	Col. H. S. Rana	Army	
5	Ms. SURESH	TGT SOCIAL SCIENCE	Mr.RAJ PAUL	PSPCL LUDHIANA	
6	Ms. MAMTA RANI	TGT SCIENCE	Mr. JASVIR KUMAR	BSNL	
7	Ms. Rajni Bhatia	TGT Maths	Mr. Jashpal	BSF	
8	Ms. KANTA KUMARI	PRT	Mr. NARENDER KUMAR	GMSS SCHOOL JALANDHAR	
9	Ms. BANDANA KUMARI	PRT	Mr. VIVEK RAJDAN	MES ( Posted at Raipur Chattishgarh)	
10	Ms. Uttama Yadav	PGT Hindi	Mr. Satyendra	KVS PRT	
11	Ms. Kirti Bala Verma	TGT (Eng)	Mr. Sandeep Kumar Verma	CRPF	

**(II) Appointment of Doctor, Nurse and Coach (Sports, Performing arts etc. )**

Sl. No	Post	Sex	Date of Appointment	
1.	Nurse	Female	APPOINTED	Appointed on 03.04.2023
2.	Coaches	01(Male)	APPOINTED	Appointed on 03.04.2023
3.	Special Educator	01(Female)	APPOINTED	Appointed on 26.06.2023

**A- ACHIEVEMENTS AS ON 31<sup>st</sup> March, 2023**

## 1. Curricular Activities

<b>(I) EXAMINATION (CBSE)</b>							
<b>CLASSES</b>	<b>Enrollment</b>	<b>Appeared</b>	<b>Passed</b>	<b>Pass %</b>	<b>PI</b>	<b>No. of students getting more than 70% marks</b>	<b>Name of position Holders</b>
<b>XII (Sc.)</b>	34	33	33	100%	74.62121		1. Nippun (92.8%) 2. Irfan Khan (91.8%) 3. Shivansh Yadav (91.4%)
<b>XII (Comm.)</b>	40	40	35	87.5%	56.875		1. Tushar (95%) 2. Harsimran Kaur(89.4%) 3. Jasroop Singh Sandhu(82.6%)
<b>XII (Hum.)</b>	53	53	47	88.7%	63.65383		1. Rubal (90.6%) 2. Jashanpreet Kaur(90.2%) 3. Deepanshi (85.6%)
<b>X</b>	92	92	88	95.65%			1. Saksham Tyagi (96.6%) 2. Prateek Gokul Patil (95.2%) 3. Sonia Yadav (94.6%)
<b>(II) EXAMINATION (Home)</b>							
<b>XI (Sc.)</b>	<b>35</b>	<b>35</b>	<b>29</b>	<b>82.9%</b>		<b>6</b>	1. Simran Rana (79.20%) 2. Ganga Kharka (77%) 3. Srishty (75.80%)
<b>XI (Comm.)</b>	<b>40</b>	<b>40</b>	<b>32</b>	<b>80%</b>		<b>5</b>	1. Sonia (89.20%) 2. Navneet Kaur (86.4%) 3. Kashish Chahal (73.80%)
<b>XI (Hum.)</b>	<b>41</b>	<b>41</b>	<b>29</b>	<b>70.7%</b>		<b>7</b>	1. Harpreet Singh Bali (82.2%) 2. Tammana Kumari (77%) 3. Khushi Bansal (74.20%)
<b>IX</b>	<b>129</b>	<b>129</b>	<b>100</b>	<b>77.5%</b>		<b>63</b>	1. Himani (91.40%) 2. Nidhi (89%) 3. Nandini (88.20%)

**Class 12 Subjectwise PI**

English	301	46.53
Hindi	302	50.18
Physics	042	70.08
Chemistry	043	76.14
Biology	044	43.75
Computer Science	083	61.41
IP	065	47.41
Maths	041	52.59
B.Studies	054	40.63
Accountancy	055	42.50
Economics	030	51.39
Physical Education	048	45.00
Geography	029	61.56
History	027	61.56
Pol.Science	028	42.19

**(III) The Learning Attainment of Students & Target**

Class	Learning Attainment of Students for the year 22-23 (% of Students)			Target for the year 2023-24 (% of Students)			Remarks
	L 1	L 2	L 3	L 1	L 2	L 3	
I	70%	16%	14%	-	-	-	
II	65%	18%	17%	77%	12%	1%	
III	70%	15%	15%	81%	11%	7%	
IV	68%	15%	17%	87%	7%	6%	
V	70%	15%	15%	77%	12%	11%	
VI	58.3%	24%	17.7%	70%	20%	10%	
VII	72%	16%	12%	75%	15%	10%	
VIII	72.3%	15.8%	12%	75%	155	10%	

( L 1- 70% and above Grade, L 2 – 45% - 69% L 3 45% below)

**(IV) EXAMINATION (Competitive)**

Competitive Exam	IIT-JEE MAINS	IIT-JEE-ADVANCE	NEET	PMT	CLAT	NDA	OTHER
No. of students Selected	08	Nil	Nil	Nil	Nil	Nil	Nil



**2. (i) CO-CURRICULAR & EXTRA-CURRICULAR ACTIVITIES AS ON 31<sup>st</sup> March 2023**

NUMBER OF PARTICIPANTS			NUMBER OF POSITION HOLDER		
Regional level	National Level	SGFI/Associations/Federation (Open)	Regional level	National Level	SGFI/Associations/Federation (Open)
15 Boys Football (U-17)	-	NIL	3 <sup>rd</sup> Position in Regional Level under 17 Boys Senior	-	-

**SOCIAL SCIENCE EXIBITION (2022-23)**

NUMBER OF PARTICIPANTS			NUMBER OF POSITION HOLDER		
Cluster Level	Regional level	National Level	Cluster Level	Regional level	National Level
Yet to be conducted					

AREA	NUMBER OF PARTICIPANTS			NUMBER OF POSITION HOLDER		
	Regional Level	KVS National	National Level	Regional Level	KVS National	National Level
National Children Science Congress	05	NIL	NIL	NIL	NIL	NIL
Jawaharlal Nehru Junior Science and Maths Olympiad	-	-	-	-	-	-
INSPIRE Award	02	-	-	-	-	-
Maths Olympiad	22	-	-	-	-	-
Science Olympiad	19 VVM, 21 SOF	-	-	01 01	-	-

AREA	NUMBER OF PARTICIPANTS			NUMBER OF POSITION HOLDER		
	RashtrapatiPurashkar/Golden Arrow	RajyaPurashkar/ChaturthCharan B+G	TritiyaSopan/TritiyaCharan B+G	Rashtrapati Purashkar/ Golden Arrow B+G	RajyaPurashkar/ Chaturth Charan\ B+G	TritiyaSopan/TritiyaCharan
Scout & Guides(78 & 49)	-	10	-	-	-	-
Cub & Bulbul (79& 84)	-	-	-	11	14	56

## Tarunotsav/Bagless Days

S.NO	Name of the activity	No. of students trained	Remarkable achievements if any
1	CARRER COUNSELING	55	
2	PAINTING AND YOGA	77	
3	Work Experience Skills	54	
4	GARDENING	82	

Activities	Level (Cluster/Regional/ National)	No. of students Selected	Names of Achievers	Next stage of Participation
Science Olympiad	125	-	-	
Math's Olympiad	22	-	-	
Cyber Olympiad	-	-	-	-
Green Olympiad	-	-	-	-
IGBC Green Building Contest	-	-	-	-
National Sc. Congress	-	Nil	Nil	Nil
Sc. Exhibition				
National Social Sc. Exhibition	-	-	-	-
Youth Parliament	-	-	-	-
Swachh Bharat Abhiyan	Vidyalaya level campaign	-	-	-
	Scout & Guides			
1. Rastrapati Puraskar	-	-	-	-
2. Rajya Puraskar	-	-	-	-
3. Golden Arrow	-	-	-	-
	Games & Sports			
Level		Event	No. of students	Remarks
SGFI	-	Hockey	-	--
National Level		Football Hockey Basketball	-	-
Regional Level		Football Hockey Basketball	15 Junior + 15 Senior	3 <sup>rd</sup> position in Regional Level (U-17 Boys)
State Level	-	Basketball	-	-
Other				

**(ii) ACTIVITIES OUTSIDE THE KVS**

S No	Name of Activity	Name of Agency	No of Students participated	Position	Names of Achievers	Remarks
1	SPORTS	-	0	-	-	-
2	CULTURAL	-	-	-	-	-
3	SCIENTIFIC	CHANDIGARH UNIVERSITY SCIENCE FAIR – Science City		-	-	To be executed
4	ANY OTHER (Eg: International events)	-				-

**(iii) ALUMNI(25/02/2023)**

➤ Outstanding Alumni (Alumni who has recognition at local/state/National/International level in different fields-Cultural,Technical,scientific,medicine,political,administrative etc)

S No	Name of Alumni	Qualification	Field of working	Designation	Contact Number	Remarks
1	PK Mohala		Commandant BSF		<a href="mailto:pkmohala@yahoo.co.in">pkmohala@yahoo.co.in</a>	
2	Ashok Kaushal		Doctor		2225759	
3	BanwariLalKhanna		Army Officer			
4	DJ Singh		Senior Army Officer		2262112	
5	SarabPannu		Sr. Teacher		0175-302339	
6	Janak Raj Singh		Doctor		2275252	
7	DK Joshi		Professor		9814619286	
8	Mukul Jain		Senior Railway Officer		255349	
9	RakeshPhull		Bank Manager		2460129	
10	Neelam Sharma		Professor, Hindi Dept			
11	Rama Sardana		Professor, Economics Dept		9872488083	
12	Mala Prasher		PGT(English), Best Cadet of Para Trooper, Best Mountaineer		708565	
13	Piya Thakur		Deputy Commissioner			

14	Anil Jaggi		Army Officer			
15	Gurpal Singh Sangha		Army Officer		9375252276	
16	Kamaljit Singh Pannu		Businessman		2261532	
17	Rupinder Singh Kular		Professor of English		2272869	
18	JatinderKapur		Bank Officer		209-668-6468	
19	Pradeep Singh		CA			
20	Vijay Mohindru		Director, Indo Asia Gr.		9814478167	
21	HS Bains		Mechanical Engineering		2275069	
22	Baljit Singh Bajwa		Doctor		2223303	
23	Bhupinder Singh		Doctor		275069	
24	Amarjit Singh Bajwa		Police Officer			
25	Sanjiv Bhatia		Manager, Fortis Hospital		2463392	
26	Paramjit Singh Kalhon		District Additional Attorney		2262256	
27	Anjali Khindria		Army Officer			
28	Ishu Singh		Doctor		235613	
29	ManavKumaria		Flying Officer			
30	Paramvir Singh		Specialist in IT		2226050	
31	Shurveer Singh		Electrical Engineer (PEC)			
32	Rakhi		Doctor, Dentist			
33	Anshul Sharma		B.TechElectrinics& Communication		Tata Infotech Engineering, New Delhi, Noida	
34	Balwinder Singh Bal		Principal		2261849	

➤ Activities Planned under Alumni (2023-24):Alumni meet on 25th Feb 2023

(iv) Status of Regional Language:

S.NO.	NAME OF THE LANGUAGE	NO. OF STUDENTS ENROLLED FOR THE FOREIGN LANGUAGE/REGIONAL LANGUAGE						
		VI	VII	VIII	IX	X	XI	XII
-	PUNJABI	75	68	88	70	55	-	-
							TOTAL = 356	

**(V)- INFRASTRUCTURE PLAN**

A. Building Plan:

	Available in No.	Proposed / Expansion	Budget plan
Class Rooms	38	-	-
Smart /e-Class Rooms	12	-	-
Physics lab	01	-	-
Chemistry lab	01	-	-
Bio lab	01	-	-
Jr. Science lab	01	-	-
Geography Lab	01	-	-
ATL	01	-	-
Computer Lab	03	-	-
Math's Lab	-	01	-
Language Lab	01	-	-
Social Science Lab	-	01	-
Work Experience Workshop	01	-	-
Yoga Room	01	-	-
Art Room	01	-	-
Resource Room	01	-	-
Music Room	01	-	-
Activity Room	01	-	-
Staff Room	02	-	-
Conference Hall / Auditorium	01	-	-
Sports Room	03	-	-

Library	01	-	-
Children's' Park	01	-	-
Playgrounds	10	-	-
Garden	03	-	-
Science/ Math's Park	02	-	-
Admin Office	01	-	-
Canteen	-	-	-
Boys Toilets	06	-	-
Girls Toilets	06	-	-
Bathrooms	09	-	-
Facilities for Divyang		-	-
i) Ramp	02	-	-
ii) Toilet	01	-	-
iii) Wheel Chair	02	-	-

**B. Assets (Furniture)**

Furniture Type	Available in No.	Proposed Acquisition/ Repair	Remark
Duel Desk	572	78	-
Single Desk	147	75	-
Teacher's Table	58+10	10	-
Teacher's chair	75	25	-
Almirah	77	23	-
Computer Table	45	25	-
Computer Chair	100	50	-
Lab Table	17	-	-
Lab Stools	120	30	-

**C. Assets (labs 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
PHYSICS	YES	YES	Interactive Boards
CHEMISTRY	YES	YES	
BIOLOGY	YES	YES	

<b>JUNIOR SCIENCE</b>	YES	YES	Shifting proposed to other area
<b>ATL</b>	YES	YES	
<b>LANGUAGE LAB</b>	YES	YES	
<b>MATHS LAB</b>	YES	YES	

D. Assets (IT Infrastructure) (Value above Rs. 15.000/-)

Articles	Available in No.	Proposed Procurement / Repair	Remark
<b>Computer</b>	74	20	
<b>Interactive Boards</b>	11		
<b>Interactive panel</b>	01	02	
<b>Visualizers</b>	17		
<b>LCD Projectors</b>	28		
<b>OHP Projectors</b>	1		
<b>Xerox Machines</b>	03		
<b>Whether Intercom system is Installed in KV</b>	Yes		
<b>Whether CCTV Camera is installed in KV</b>	Yes, Installed		
<b>No of Air Conditioners in KV</b>	12		
<b>Whether Public Address systems available in KV</b>	Yes		
<b>Whether Sign Boards of KV Put up</b>	Yes		
<b>IPAD</b>	7		

E. Assets (Library)-

Sl. No.	Articles	Available in No.	Proposed Acquisition/ Repair	Remark
<b>1</b>	Table	08	05	
<b>2</b>	Almirah	01	05	
<b>3</b>	Bookshelves	27	05	
<b>4</b>	Books in Hindi	7048	230	
<b>5</b>	Books in English	5439	172	

F. Assets (Music)

Sl. No.	Articles	Available in No.	Proposed Acquisition/ Repair	Remark
<b>1</b>	Harmonium	08	-	
<b>2</b>	Synthesizer (Key Board)	02	-	



3	Tabla	02	-	
4	Dholak	02	-	
5	Congo	06	-	
6	Flute	-	-	
7	Violin	-	-	
8	Mouth organ	-	-	
9	Khanjari	07	-	
10	Dufflee	04	-	
11	Miracus	04	-	
12	Marching Triangle	-	-	
13	Marching drum	1	-	
14	Symbate	-	-	
15	Jazz drum set	01	-	
16	Symbul	01	-	
17	Surmandal	01	-	

G. Assets (Workshop/Art & Craft/Sport)(Value above Rs. 5.000/-)

Department	Articles	Available in No.	Proposed Acquisition/ Repair	Remark
Work Experience	-	-	-	-
Art & Culture	-	-	-	-
Sports	-	Indoor Gym & Table Tennis	Basketball, Badminton, Lawn Tennis grounds need repair	-
Open Gym	-	1	-	-
Gardening	-	-	-	-
Any other department	-	-	-	-

H. Assets (Office)(Value above Rs. 15.000/-)

Articles	Available in No.	Proposed Acquisition/ Repair	Remark
AC	12	-	-

**I. Medical Room Facilities**

Facilities	Available in No.	Proposed Acquisition/ Repair	Remark
Cot	02	-	-
Wheel Chair	01	-	-
Almirah for Medicine	01	-	-
Stethoscope	01	-	-
Sphygmomanometer	01	-	-
Glucometer	NIL	-	-

**J. Suggestion Box : Yes**

1. Whether the Suggestion Box is installed: Yes
2. Whether the Suggestion Box is opened every month: Yes
3. Whether the record is being maintained regarding suggestion: Yes
4. The Action taken on Suggestions:
  - Canteen proposal sent to Chairman,
  - Automatic Bell Installed,
  - Conducted Annual Function,
  - Interhouse Football match done in January 2023.
  - Education tour of 12 ABC organized
  - Washroom pipes replaced

**III. SAFETY & SECURITY**

**A. (1) Safety Plan**

Security features Installed	No. of article/Installed	Whether functioning or not	Location Where installed	Proposed new location for installation	No. of article required
Fire Extinguishers	16	YES	Entire School	-	-
Fire Alarm	01	YES	Entire School	-	-
CCTV	16	YES	Entire School	-	-

<b>Public Announcement System</b>	04	YES	Primary , Secondary , Office , Principal Room	-	-
<b>Walkie Talkie System</b>	1	YES	NA	-	-

(2) Emergency Supplies/ Facilities

<b>Facilities</b>	<b>Existing Position</b>	<b>Proposed for Expansion</b>	<b>Article required</b>
<b>Sufficient Drinking Water&amp; Food</b>	Sufficient	-	-
<b>Emergency Lighting System</b>	Yes(Inverter 03)	Generator	-
<b>First Aid Kits</b>	Sufficient	-	-
<b>Emergency Evacuation Plan</b>	Available	-	-
<b>Emergency Communication System</b>	Available	-	-
<b>Water Tanks</b>	Sufficient	-	-
<b>Sanitation Supplies</b>	Sufficient	-	-
<b>Boundary wall/ Fencing</b>	Sufficient	-	-
<b>Exit/Entrance Gate</b>	Sufficient	-	-

3. Security Personnel

<b>No. of Persons</b>	<b>Male</b>	<b>Female</b>	<b>Remark</b>
<b>03</b>	<b>03</b>	<b>-</b>	

B. School Staff Training:

<b>Training Area</b>	<b>No of Staff &amp; Students Trained</b>	<b>Proposed Plan for training</b>
<b>A. Evacuation Drills</b>	All Staff & Secondary Students trained by by the local army authorities.	-
<b>B. Basic First Aid/ First Responder Skills</b>	All Staff & Secondary Students by the Nurse engaged in the school.	-
<b>C. Safety Training</b>	All Staff & Secondary Students trained by the local Army authorities.	-
<b>D. Use of Fire Extinguisher</b>	All Staff & Secondary Students trained by the local experts..	-
<b>E. How to turn off electricity, water and gas</b>	All Staff & Secondary Students trained by TGT WE	-
<b>F. Psychological First Aid</b>	-	-
<b>G. Other: _____</b>		

Sl. No.	Certificates	Date of Issue	Valid Till
1	Certificate of the fire safety	22.11.2022	21.11.2023
2	Certificate of safety of school building	01.06.2023	01.06.2026
3	Certificate of Potable Water	Received from SHO as sample has been collected by them	-

### C. SCHOOL RESPONSE TEAMS

Sl.No	Particulars	Name of Team Leader	Members with Designation	Contact Details
1	Child Rights Protection Cell	Ms.SHAKUNTALA DEVI PGT BIOLOGY	1Ms.NARINDER PGT CHEM 2 NURSE 3Ms.SHAKUNTALA DEVI PGT BIOLOGY 4Mr.ANAND SINGH TGT P&HE	9463060297
2	Evacuation Team	Mr.ANAND SINGH TGT P&HE	1Mr.SANJAY KUMAR PGT PHYSICS 2 NURSE 3Ms.SHAKUNTALA DEVI PGT BIOLOGY 4Mr.Z. RAHMAN TGT WE 5 MS JASPAL KAUR PRT	8317088055
3	Search & Rescue Team	Mr.ANAND SINGH TGT P&HE	1Ms.KANTA KUMARI PRT 2 NURSE 3Ms.SHAKUNTALA DEVI PGT BIOLOGY 4Mr. Z. RAHMAN TGT WE 5Mr.SANJAY KUMAR PGT PHYSICS	8317088055
4	First Aid & Medical Team	Mr.ANAND SINGH TGT P&HE	1Ms.BALJIT KAUR PRT 2 NURSE 3Ms.ANU BALA TGT SC 4Mr. Z. RAHMAN TGT WE 5Ms.ANURADHA THAKUR TGT ARTED.	8317088055

5	Transport Safety Team	Mr.ANAND SINGH TGT P&HE	1Ms.RAVINDER KAUR PRT 2Ms.DIVYA GADWALTGT HINDI 3Ms.MANISHA PRT 4Ms.POOJA BHAGAT TGT ENG	8317088055
6	Team for students with special needs (Divyang)	Mr.ANAND SINGH TGT P&HE	1Ms.JYOTI TGT ENG 2 NURSE 3Ms.SHAKUNTALA DEVI PGT BIOLOGY 4Ms.BALJIT KAUR PRT 5Ms.MAMTA GUPTA TGT HINDI.	8317088055
7	Internal Complaint Committee (ICC)	Ms.NARINDER PGT CHEM	1. SURESH SIKKA TGT SST 2 Ms.MAMTARANI TGT SCIENCE 3 Ms.RAJNI BHATIA TGT MATHS 4 MR SAJJAN KUMAR PGT GEO 5Mr.ANAND SINGH P&HE	9463060297
8	Grievance Redressal Committee	Ms. NARINDER PGT CHEM	1 Ms.RAVINDER KAUR PRT 2 Ms.MAMTA RANI TGT SCIENCE 3 MS. KUSAM LATA TGT HINDI 4 Ms.ANURADHA THAKUR TGT ART&ED. 5Mr.ANAND SINGH P&HE	9463060297

#### IV- ACADEMIC

##### A. Curricular Activities

##### 1. Strategic goals and plan for expected improvement of quality & quantity of result for 2022-23

Class	Enrollment		Pass %		PI	Strategies / Plan of Action	Remarks
			Achieved	Target	Target		
	2023	2024	2023	2024	2024		
XII (Sc.)	33	29	100	100	70	→ Extra classes during winter breaks and after school hours. → Regular testing after every topic/chapter → PTM on regular basis	
XII (Comm.)	40	32	87.5	100	70		
XII (Hum.)	53	27	88.7	100	70		
X	92	100	95.65	100	70		

XI (Sc.)	43	43	82.9	100	-	→Monitoring by Principal/Vice Principal →MLL
XI (Comm.)	41	41	80	100	-	
XI (Hum.)	41	40	70.7	100	-	
IX	138	140	77.5	100	-	

Sr. No.	Activity / programme	Status	Planned Achievement Target	Expected date/Time of completion	Key Result areas	Programme of action/Action Plan	Remarks
1	Planning compulsory activities lesson wise in all subjects and all classes	Teachers will prepare their lessons on fortnightly basis including ICT based teaching learning activities and demonstrations.					
2	Fixation of class-wise and subject wise Targets of Academic result both in terms of quality and quantity	July 2023	Improvement in the Academic Results.	Session End.		Regular supervision by the Principal, Vice principal and HM. Or fruitful faculty inter house workshops, Demo lessons etc.	
3	Class rooms supervision by Principal vice principal & HM	About 02 lessons a day being observed each by the Principal, Vice principal & HM	About 2 lessons a day each by the Principal , Vice principal and HM.	To be continued on all working days except when three are other assignments.	A definite improvement in the Academic standard of the Students.	A proper lesson observation diary will be maintained with indexing.	_____
4	General Supervision by the Principal	Being done almost on daily basis	To be done on daily basis	_____	Regular Maintenance and upkeep of all the academic and non academic departments and Vidyalaya campus.	A nicely bound register will be maintained.	_____

2.

**A. Workshops to be planned for all teachers:**

<b>Short duration workshops to be organize at Vidyalaya level</b>	<b>Strategies</b>	<b>Target</b>	<b>Expected Achievement</b>	<b>Remarks</b>
<b>Content enrichment through Demonstration/Meeting/seminars in concern subjects</b>	1. Demo lesson 2. Group Discussion 3. Subject committee meetings with focus on subject enrichment	1. Demo lessons by all the teachers followed by critical analysis for better learning by the students. 2. Subject enrichment activities and record of activity conducted will be maintained.	Better understanding by the students	
<b>Communication Skills</b>	Workshop for teachers at Vidyalaya level	Improvement in communication skills & listening and speaking skills of teachers and students.	Students and teachers will be able to communicate in English with their peers, teachers & others.	
<b>Life Skills</b>	1. Videos, moral talks during teaching learning process. 2. Channelizing the energies of students by doing productive work-work experience activities 3. Developing positive attitude amongst teachers & students through videos and talks.	1. Developing positive attitude & self-esteem. 2. Channelizing the energies in productive work. 3. All round personality development	With positive attitude raised self-esteem & productive work personality will improve and it will also result in improvement in academic.	
<b>Workshop for planning the TLM/Activity and graded assignments/Question Bank</b>	1. Activity sheets, worksheets & LAT will be planned. 2. Reading cards & vocabulary enrichment cards. 3. Mental maths activity sheets	Effective use of TLM, cards etc. to improve listening, speaking, reading & writing skills in languages. Mental ability & Problem solving skills in maths.	Improvement in language skills & Basic operation in Maths, Mental ability and Problem Solving.	In house Training as per RO schedule was conducted and attended by the teachers
<b>Any other (Back to Basic)training/workshops</b>	TLO Preparation, Lesson Plans & Monitoring Tools, LAT	Max. No. of Students in LEVEL –I & II	TLO Achieve with quality, Learning Objective Achieve with quality	

**II Academic Administration**

Sr. No.	Activity / programme	Status	Planned Achievement Target	Expected date/Time of completion	Key Result areas	Programme of action/Action Plan	Remarks
1	Allotment of duties Primary and secondary duties to the teaching staff.	<b>Annexure A attached</b>					
2	Preparation of Time Table	<b>Annexure B attached</b>					
3	Provision of Split- up Syllabus	Syllabus in the split up form already available with the teachers.					
4	Planning compulsory activities lesson wise in all subjects and all classes.	Teachers will prepare their lessons on fortnightly basis.					
5	Planning of class- wise and Month wise activities : <b>Sports</b>	Infrastructure for Hockey, Football, Basketball, Lawn Tennis, Badminton, Athletics is available. Students are coming for practice both in the morning and evening	Efforts will be made to raise Hockey AstroTurf, 400 Meter synthetic track.		Improvement in the Play facilities	CPWD has been approached to prepare the estimates.	
6	Planning – Library Activities annexure	<p>a. Has the Vidyalaya organized class room libraries? Yes</p> <p>b. Is the library automated ? In process</p> <p>c. Is library monitoring committee set up? Yes</p> <p>d. Number of books purchased in the current year : Hindi :31 in English, 48 in Hindi Total no. of books available in Hindi : 7048 , English : 5414 &amp; Punjabi : 25</p> <p>e) Frequency of Books issued to students - Yes, weekly during library period or on demand</p> <p>f) Is it open access system? Yes</p> <p>g) Whether monitoring of Library service done as per the KVS Library Policy? If yes, attach a copy of last report: Issue Registers for staff and students well maintained.</p> <p><b>Report</b> Library-fully automated. Barcoding done. Books are issued in E-granthalaya .For record keeping, books are issued in black and white as well in order to have a proof that books are issued. Total collection : 12487 books and counting goes on. Student’s record has been already updated in E-granthalaya. Library promotional tool through Library Blog: <a href="http://librarykv1jalandharcantt.blogspot.com">librarykv1jalandharcantt.blogspot.com</a> Annual Library Activity Plan(ALAP)</p>					



Sr. No.	Activity /Programme	Status	Planned Achievement Target	Expected date/Time of completion	Key Result areas	Programme of action/Action Plan	Remarks
7	CCA Planning	As per calendar of CCA primary and secondary prepared at Vidyalaya Level.	Inter- Hose CCA will be conducted as per calendar of CCA prepared of Vidyalaya level.	As per the calendar	Total personality development of students.	The school has been divided into 04 Houses under different House masters, Associate House Masters under the CCA in- charge.	
8	Plan CMP & FLN	CMP & FLN is being taken good care of as per KVS instructions.	Teachers would be asked to submit their topics/concepts subject wise, topic wise to the Principal which are essential for achieving the targets of FLN i.e. ensuring reading, writing and arithmetic skills of students as they enter class 3.  Activities and strategies are planned to achieve the targets as per directions of KVS RO Chandigarh.	As per the calendar by RO	General improvement in the academic standard of students.	The work would be supervised by the Principal, Vice Principal & HM.	

Sr. No.	Activity /Programme	Programme of action/Action Plan
9	Plan to meet the requirement as per benchmarking of Labs	Procurement of consumable & non-consumable Scientific instruments/articles as per requirement will be purchased. Renovation of water pipeline & Gas pipe line is in process. Exhaust fans already installed. LCD Projector has been procured and installed. Computers, Printers & scanners to be purchased on availability of funds.
10	Examination Schedule	April 2023 supplementary Exam 2 <sup>nd</sup> week of April 23 and result declaration on or before 30 <sup>th</sup> April( as per RO instruction). July 2023 - Periodic test - 1 of classes III-XII In September - Half Yearly/ Mid –term for classes III to XII In November HY Exam and PT II ( classes VI to IX) In Dec– Re-test of mid-term on medical grounds/ participation in National Sports Meet and Pre-Board-1 for class XII and X In January- 2nd Pre Board for Class XII and Periodic Test – 2 of Class XI. In February – 3 <sup>rd</sup> Pre Board for class XII for low achievers In March 2023, Term –II End Examination for (III to VIII) and Annual Examination(Class IX - XI)
Sr. No.	Activity /Programme	Programme of action/Action Plan
11	Adventure activities	Adventure activity Programme will be arranged during summer Vocations/Autumn Break.
12	Plan of scout & Guides	1) Scouts & Guides have been registered No. of Scouts -78, No. of Cubs -79 No. of Guides-49, No. of Bulbuls – 84 2. As per calendar issued by KVS the activities will be conducted during the session 2023-24. 3. Scouts & Guides corner which already exists in the Vidyalaya, will be renovated and maintained. 4. Events will be conducted as per the K.V.S. H.Q. and K.V.S. Regional Office direction & schedule provided from time to time.
13	Plan of NCC	Applied
14	CCA Activities	Division of students into Houses done and activities are being conducted.
15	<b>Formation of clubs</b>	Following activities have been planned for the session 2023-24
	a) Eco Club activities	1. Celebration of wild life conservation week. 2 Celebration of Van Mahotsava Day. 3. Plantation in school campus during G20. 4. Sensitivity the students regarding fresh water & soil pollution. 5. Sustainable use of natural resources. Activities:- (Speech, Quiz, Poster making , Essay writing , Poetry, Seminars, Rally, Power Point Presentations)

	b)Standard Club activities	<p>Awareness of standards ,customer care and consumer awareness,  Standard writing competition organized on 1-5-2023 and the following students won the prizes:</p> <ol style="list-style-type: none"> <li>1. Simran (XII-A) – Rs. 1000/- cash prize</li> <li>2. Horesh Kaur (XII-A) – Rs. 750/- cash prize</li> <li>3. Chiku Walia (X-A) – Rs. 450/- cash prize</li> <li>4. Srishti (XII-A) – Rs. 250/- cash prize</li> </ol>
	c) Career Counseling Club activities	<p>A Career Counseling Club has been set up to make students aware of the emerging career options; <b>they</b> identify careers best suited to their own strengths; and to promote creativity in career selection. It helps in making sure that the stream and career options chosen are in line with the student’s aptitude. The Club is also trying to bring about a change in parental attitudes towards traditional careers. Traditionally, this club has had teacher members only.</p> <p><b>Activities Planned:</b></p> <ol style="list-style-type: none"> <li>1. Interaction with ex-students/famous personalities in various fields.</li> <li>2. Guiding students with respect to examination stress, selection of subjects, careers.</li> <li>3. A programme is organized to welcome Class VI students on their first day in secondary section.</li> <li>4. Mother Daughter session organized for Girls of class VII &amp; VIII in the month August. Their Mothers will be invited to school.</li> <li>5. Career Counseling exhibition to be organized in December to apprise the students of Class X ,XI and XII about various Career options.</li> <li>6. Bagless days were planned for classes 6 to 8 and Vocational skills for classes 6 to 8 &amp; 11.</li> </ol>
	d)Integrity Club Activities	<ol style="list-style-type: none"> <li>1. Teachers / Students talk on moral values.</li> <li>2. Day celebration :- Independence Day., Republic Day , Vasant Panchami ,Earth Day , Bal Diwas , Teacher’s Day etc.</li> <li>3. Poster Making.</li> <li>4. Integrity Club- Corner will be maintained.</li> <li>5. Participation in Annual Function.</li> </ol>
	e) Website club activities	<p><b>Objectives</b></p> <ol style="list-style-type: none"> <li>1.To keep Vidyalaya’s web site updated as per the instructions of RO</li> <li>2. No pending work in website updation.</li> <li>3. Web site will display the all the required information as directed by KVS.</li> </ol>

	f) Health Club activities	<ol style="list-style-type: none"> <li>1. The School has a well organized health Club which functions throughout the year for the students.</li> <li>2. <b>Responsibilities of the Health Club which will be undertaker during the year.</b></li> <li>3. As an organizer of all health relevant activities (at least 8-10 activities in the year at each level).</li> <li>4. As a Resource Centre for the overall well-being of students</li> <li>5. Giving health education</li> <li>6. Creating “Health, Hygiene &amp; Fitness” awareness in the society / community.</li> <li>7. Supporting National and international health related issues / days.</li> </ol>
	g) Adventure Club activities	To be planned ( Trekking activities)
	h) Staff Club activities	<ol style="list-style-type: none"> <li>1. Planning &amp; organizing welcome Party.</li> <li>2. Farewell Parties.</li> <li>3. Catering work place needs of the staff.</li> </ol>
	i) Science Club	<ol style="list-style-type: none"> <li>1. Talks on latest innovations in the field of science and technology by the science Teachers.</li> <li>2. Demonstrations in the morning assembly.</li> <li>3. Project based learning.</li> <li>4. Conduct of science exhibitions, quizzes, and seminars during inter house competitions.</li> </ol>
	j) Nature Club	Nature club students maintain a beautiful garden in our Vidyalaya. Different areas are allotted for Herbal garden, trees plantation and beautification of the Vidyalaya campus. Activities will continue throughout the year.
16	Planning for: Annual Day	To be Conducted in the month of October 2023
	Sports Day	Annual Sports Day on Major Dhyan Chand birthday on 29 Aug 2023
	Science Exhibition	As per KVS calendar
	Social Science Exhibition	As per KVS calendar
	VMC Meeting	As per KVS instructions. Last meeting organized on 25.3.2023
	PTA Meeting	PTA has been formed in the Vidyalaya and meeting will be convened as and when required as per KVS Guidelines.
17	Distribution of Students Diaries	distributed in July 2023
18	Identification of late bloomers and bright Students	To be done in late July 2023
19	Study camp	Will be organized in Breaks as per requirement.
20	Conducting staff Meetings	Will be conducted on the last working days and as and when required.
21	Demo Lessons	10 demo lessons will be given by the Principal, and HM. Dates will be decided later seeing the feasibility
	Subjects Committee Meetings	Will be conducted on every last working day and as and when required.
	Specific work	As and when required.
	Printing of Vidyalaya Patrika News Letter	To be planned in August 2023

22	News Letter	To be planned in November 2023					
	Health checkup of Students	In July-August 2023 (in process)					
23	Planning Educational Trips	11 and 12 Science students will be taken to GNA industry October 2023/ Pushpa Gujral Science City / Trip to Golden Temple and Jalianwala Bagh/Wonderland					
24	Planning of CMP Meeting	As per decisions to be taken at the Cluster Panel.					
25.	<b>Talks by experts.</b>						
	Demonstrations and talks by experts from medical field.	Being done four to five times a year.	Enable our students to tackle any emergency	Session 2023-24	Improvement in the clinical and social health of students.	Guest speakers would be invited.	
	First Aid Demonstration	The doctor and the nurse appointed on contractual basis will address the students.	Managing the situation before the medical help arrives.	Nov 2023	To be a First Aid responder	First aid responder program will be conducted by the appointed Doctor and the nurse.	
	Lecture on Menstruation Hygiene for girls of classes 6 to 10	Done as per instruction from KVS RO Chandigarh	To educate them about personal Hygiene and better health	April 2023	To cop up with the common issues faced by the students	Guest speaker & Nurse.	
	Dental hygiene programme	Oral dental health of students needs attention.	Good dental health of students.	July-August 2023.	Oral hygiene	Lectures by Nurse.	To be planned
	Knowledge of water borne and Air borne diseases	Casual attitude of students.	Awareness of prevention of infectious diseases.	August 2023	Awareness about Infection through water and air.	Lectures by experts will be arranged.	
	Road rules and regulations, signs safety measures.	Students drive two wheelers	Guiding students to drive safely.	January/February 2024	Road safety	Demonstrations by Punjab Police. Traffic Department.	
26	Motivational talk by experts	a) Workshops on Good Touch and Bad Touch	To create awareness among the students for their safety and security	April 2023	Students became more confident for their safety and security	Guest speaker & Nurse.	

		b) Workshops on effective communication skills	To enhance the verbal and non-verbal skills of students	May 2023	Awareness about various forms of communication	Guest Lecture	
		c) Workshops on how to be an achiever in life.	Students know the value of life.	August 2023	Hard work in the key to success.	Work shop will be conducted by old students association.	
		d) Effective public Speaking.	They know communication skill.	September/ October 2023	Personality Development.	Lecture by Old Students Association.	
27	Guidance and counseling	<p>Career Counseling Club has been set up to make students aware about emerging career options; <b>they</b> identify careers best suited to their own strengths; and to promote creativity in career selection. It helps in making sure that the stream and career options chosen are in line with the student's aptitude. The Club is also trying to bring about a change in parental attitudes towards traditional careers. Traditionally, this club has had teacher members only.</p> <p><b>Activities:</b></p> <ol style="list-style-type: none"> <li>1. Interaction with ex-students/famous personalities in various fields.</li> <li>2. Guiding students with respect to examination stress, selection of subjects, careers.</li> <li>3. A programme is organized to welcome Class VI students on their first day in secondary section.</li> <li>4. Mother Daughter session to be organized for Girls of class VII &amp; VIII in the month of August 2023. Their Mothers will be invited to school.</li> <li>5. Career Counseling exhibition to be organized in December to apprise the students of Class X, XI and XII about various Career options.</li> </ol>					
28	Awareness on important issues and current affairs	<ol style="list-style-type: none"> <li>1. To save Earth Planet <ol style="list-style-type: none"> <li>a) Students make understand how we can save our Earth.</li> <li>b) Plantation drive.</li> <li>c) More use of Non-conventional resources because these are eco-friendly.</li> </ol> </li> <li>2. To save Girl child. <ol style="list-style-type: none"> <li>a) Awareness in the society.</li> <li>b) To educate the girl child.</li> </ol> </li> </ol>					
29	Conducting school readiness programme.	<ol style="list-style-type: none"> <li>a) Welcome of students by Principal, HM and Teachers.</li> <li>b) Introduction of each other, Class teacher, HM, etc.</li> <li>c) Familiarizing school premises etc.</li> <li>d) Rhymes and songs In Hindi and English.</li> <li>e) Talking to children about their home, family, mode of transfer, etc.</li> <li>f) Play with Clay, Games, etc.</li> </ol>					

		<p>g) Talking about Health &amp; Hygiene.</p> <p>h) Drawing, collage work, Vegetable Printing, complete the pictures of animals, birds.</p> <p>i) Shown educated games, stories, rhyme on Computer.</p> <p>j) Writing patterns.</p> <p>k) How to make a child come to school joyfully? Repeat the lines – I am great, I am beautiful, I am wonderful, I love my teacher, I love my friends, I love my class, I love my school, I love my country INDIA. These lines develop confidence in them and positive attitude.</p> <p>l) Vidya Pravesh as per guidelines of KVS.</p> <p>m) Bal Vatika-3 admissions and planning in process.</p>
30.	Morning Assembly	<p>Morning assembly will be conducted separately for Primary and secondary section as in vogue in this school(in Hindi, English, Sanskrit).</p> <p>The lead group of the stage will come class- wise duly prepared by the Class – Teachers.</p>
31.	Classes for MPT Scout & Guide	MPT / Yoga will be conducted once a week in the morning assembly on CCA days. BS & Guide activities would be conducted on the same days at the venues fixed for them.

#### **Other Administrative works**

B-1 Workshop for capacity building

<b>Workshop for capacity building</b>	<b>Name of teacher</b>	<b>Subject</b>	<b>Area of concern</b>	<b>Strategies</b>
Toy based Pedagogy Workshop	Ms. Anuradha Thakur TGT AE, Ms. Baljit Kaur PRT, Ms.Pooja PRT, Ms. Manisha PRT	All Subjects	Toy based Pedagogy	Puppets, Mask Making, 3D Toys.
Workshop for CBSE Curriculum	Ms. Narinder Kaur, PGT(Chem), Ms. Harvinder Kaur,PGT (Eng) Ms. Manjit Kaur Sanghu (HM) Ms. Jaspal Kaur,PRT	All Subjects	Latest changes in the curriculum/sample papers/design and text books	Comparison of the curriculum changes and the links of the website.
-	Mr.Ramesh Kumar PGT Maths Mr.Sanjay Kumar PGT Physics And Economics, Chemistry, Business Studies & Accountancy yet to be conducted	Maths, Physics, Economics, Chemistry, Business Studies & Accountancy	<ol style="list-style-type: none"> <li>1. Curriculum changes</li> <li>2. Lesson plan</li> <li>3. Sample papers</li> <li>4. Split up syllabus</li> <li>5. Design of question papers</li> </ol>	Subject enrichment material, question papers, lessons by resource persons.

**B-2 Workshop for underachieving teachers:**

Workshop for underachieving teachers	Subject	Area of concern	Strategies
-	-	-	-
-	-	-	-
-	-	-	-

**B. Expected Co-curricular & Extracurricular activities for 2023-24**

Activities	Planned Targets/ Date	Actual Date of Completion	Remarks/ Shortfall (if any)
Investiture ceremony	20 July	-	
Finalization of CCA schedule	5 <sup>th</sup> April	10 <sup>th</sup> April	Completed
Value Education Programme/Awakened Citizen Programme	As per schedule	As per schedule	
School Annual Day/ Sports Day	18 <sup>th</sup> Dec 2023	-	
Educational Excursions	As per schedule	-	
Adventure Activities	As per schedule	As per schedule	
National Adolescence Education Programme	As per schedule	-	
Library Week	August, September, January	As per schedule	
Science Exhibition	To be decided by Ro	As per schedule	
Social Sc. Exhibition	To be decided by Ro	As per schedule	
Art Exhibition	As per schedule	As per schedule	
Science Congress	As per schedule	As per schedule	
Publication of VidyalayaPatrika	As per schedule	As per schedule	
News Letter	As per schedule	As per schedule	
<b>Scout &amp; Guides</b>			
1. PrathamSopan Test	April	As per schedule	
2. DwitiyaSopan Test	As per schedule	As per schedule	
<b>Cub &amp; Bulbul</b>	As per schedule	As per schedule	
1. PrathamaCharan	As per schedule	As per schedule	
2. DwitiyaCharan	As per schedule	As per schedule	
3. TritiyaCharan	As per schedule	As per schedule	
Any Other			



**Games & Sports:**

level	Event	No. of students expected to participate	Strategies Planned	No. of Achievers after the event	Remarks
<b>SGFI</b>	Hockey, Football, Basketball Volleyball Kho-Kho	02 02 02 02 02	Evening & Morning Coaching Camp Planned		
<b>National Level</b>	Hockey, Football, Basketball Volleyball Kho-Kho	07 - 06 05 05	Evening & Morning Coaching Camp Planned		
<b>Region Level</b>	Hockey, Football, Basketball Volleyball Kho-Kho Swimming	15, 30, 24 24 24 01	Evening & Morning Coaching Camp Planned	15	
<b>Other</b>	-	-	-	-	-

**NCC** -

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

**School Band**

Teacher Head	No. of Students Trained
-	-

## V- ADMINISTRATION & FINANCE

S. No.	Activity/Programme	Planned Achievement Targets	Expected Date of Completion	Actual Date of Completion/ Actual Achievement	Remarks
1	Staff sanctions proposals: Proposals for up gradation /additional sections etc.	-	03.12.2022	03.12.2022	Approved/ conveyed by KVS RO Chandigarh
2	Selection of staff for contractual appointments.	Yes	April 2023	April 2023	Done
3	Construction Works:				
	i) New works	Nil	Nil	Nil	Nil
	ii) Maintenance & Repairs	On going work of Rs. 49.15 lac	31 July/ 30 Sept, 2023	Work in progress	Slow work
	iii) Developmental work				
	iv) Coloring/white washing of school building and staff quarters, etc.	Yes School Building	November2023		As per requirement
4	Transfer of land/execution of lease deed etc. if required.	Nil	Nil	Nil	Nil
5	Annual stock verification	Yes	March 2023	March 2023	
6	Vidyalaya Management Committee/Vidyalaya Executive Committee Meetings	Yes	July/August 2023, December 2023 and March 2024	-	As per convenience of Chairman
7	Financial Management				
	i) Budget proposals	Yes	March/April 2023	25.03.2023	During VMC meeting
	ii)Revised Estimates	Yes	As and when required	31 <sup>st</sup> March 2024	-
	iii)Rectification if any	Nil	Nil	Nil	Nil

Sr. No.	Activity /Programme	Programme of action/Action Plan
1	Appointment of contractual Teachers	The select panels prepared and done
2	Sending teachers to In-service course.	All the teachers whose In-service course is due will be sent for the purpose.
3	Sending lists-selection grade, senior scale conformation/MACP of staff.	The needful will be done as and when asked for.
4	Maintenance of service record	The needful will be done on regular basis. However completion of all records/entries etc. will be checked once a Month.
5	Submission of proposal for staff strength.	Already sent as per the schedule of the KVS.
6.	Writing of APARS	Will be done as per the dates fixed for the purpose.
7.	Forwarding of applications for transfer of personnel	Will be done as per schedule.
8.	Proposal of Awards	Wide publicity will be given for the purpose. Cases of deserving officials will be forwarded as per schedule.
9.	Grant of Fresh Admissions	Will be done as per KVS schedule and instructions.
10.	Formation and conducting of students council.	Student council will be formed after the summer break so that class XI is also in existence. Meeting would be conducted on quarterly basis.
11	Raj Bhasha activities	A Raj Bhasha Samiti will be formed and meetings would be convened on quarterly basis and minutes of the same would be sent to the RO.
12	Income Tax related Work	The entire work of income tax calculator/deduction would be done by the UDC/Asst. and PGT commerce will assist.

Sr. No.	Actiy /Programme	Programme of action/Action Plan
13	Conducting accreditation work of Vidyalaya	Our school already stands accredited by the British Council of School Award for 03 years i.e. from 2012 to 2015.To add on to this work, work would be started as per Quality control of India instructions.
14.	Website Maintenance	Website Maintenance comprising of PGT (CS) & Hindi Teacher is responsible for the purpose .
15	Issue of TC.s and conduct certificates	These are being issued by the Office
16	Annual academic inspection	All preparations will be made by the officials/In-charges of the concerned department well in time.
17	RTE	RTE provisions would be implemented in letter and spirit as per KVS instructions.
18	RTI	All RTI queries would be replied within the time frame work.
19	Fire safety of the building	Adequate no. of fire extinguishers stands installed already. All of them are in working order.
20	Building safety	The building will be got checked by the construction agency. Every year for its safety and a certificate to this effect will be obtained from the construction agency.
21	Maintenance of Log books	Log books will be maintained in the resource Room (Primary) and Junior science Lab (Upper Primary).
22	Vidyalaya News letter	Will be published in Nov 2022.
23	Detail of examination/ educational trips.	A few students of Upper Primary and secondary classes will be taken Science City and Rail Coach Factory, Kapurthala.
24	Detail of outside achievements of students in Games Sport/CCA	Mr. Anand Singh TGT (PH&E)will encourage students for the purpose and maintain records.
25	Details of Club activities	Horticulture Club and fitness club are working actively further promotion will be done by Mrs.Shakuntala Devi PGT(BIO) and Mr. Anand Singh TGT (PH&E)

**(III) FINANCIAL ADMINISTRATION**  
**Implementation of Various Policies**

Sr. No.	Activity /Programme	Programme of action/Action Plan
1	Supervision work	Lesson observation will be done by the Principal, Vice Principal and HM on basis.
2	Library Policy	Library Policy as per KVS Instruction will be implemented.
3	Automation of Library Portal	Has already been taken care of.
4	Provision of LAN	Has been provided everywhere in the Vidyalaya.
5	Provision of Broad band connection	A Leased line connection has been taken by the Vidyalaya.
6.	Details of experiments/ activities/ activities conducted should be displayed in all laboratories.	Will be displayed conspicuously by the respective PGTs in their respective labs.

**Audit of school accounts**

Activity/Programme	Pending	Expected Date of Settlement	Actual No. of Para's Settled	Remarks
<b>Audit Paras</b> <b>(A) Internal Audit Para</b>	Nil	Settled	05	-
<b>(B) A G Audit Para</b>	04	To be finalize by AG	-	Replies have been sent to AG Audit Final compliance awaited.

**Court cases:**

No. of Cases	Subject of litigation	Current Status	Remarks
Nil	Nil	Nil	07 transfer related court cases at Regional office/KVS HQ level

**ACADEMIC LOSS COMPENSATION PROGRAMME (ALCP)**

S.No	Class	No. Of Programmes to be organized	Activities Planned
1	VI	Participants in KVSRO level & National level	Extra classes during morning time , Zero period and free period.
2	VII		
3	VIII		Coverage of Syllabus
4	IX		
5	X		Extra classes during morning time & free period.
6	XII		Extra classes after Regional /National sports meets will be arranged as per requirement (Covering important scoring areas and questions of last 5 years CBSE QP)

## VI- PLAN FOR COMMUNITY PARTICIPATION

**A.** Plan to encourage Community & Social Services by the students

Program/ Campaign	Objective of Program/ Campaign	Target Area/ Population	Resources required
POLIO DROPS			-
SWACHH BHARAT ABHIYAN	CLEAN SCHOOL GREEN SCHOOL	CAMPUS	PLANTS,WATER
Smile Foundation	Awareness	CAMPUS	-
Cancer Society	Awareness	CAMPUS	-
Red Cross Society	Awareness	CAMPUS	-

**B. Plan for Sharing facilities/ resources with less developed school**

Program/ Campaign	Objective of Program/ Campaign	Target schools	Resources required
Partnership With Govt. School	Sharing and Caring	Cantt Board Sen.Sec.School (Boys) JRC	-

**C. Connecting the Neighboring School under Handholding Support Scheme:**

Name & Address of Mentee- 1:---Cantt Board Sen. Sec. School (Boys) JRC

Sl. No	Activity Organized	Neighboring School -1			
		No. of Students participated	No. of Teachers participated	No. of Students participated	No. of Teachers participated
1	Friendly Matches (Football ,Hockey, Basket Ball)	40	01-Teacher 02 Coaches	40	03
2	Imparting Computer education to the students	15	04	15	04
3	Vibhajan Vibhishika Diwas 14 <sup>th</sup> Aug 2022	23	2	23	2
<b>Activities planned for the session:</b> <ol style="list-style-type: none"> <li>1) Art &amp; Painting</li> <li>2) Friendly Matches</li> <li>3) Computer Education</li> </ol>					

## Activities Planned for the session :

Sr. No.	Activity /Programme	Status	Planned Achievement Target	Expected date/Time of completion	Key Result areas	Programme of action/Action Plan	Remarks
Maintenance and Development of Infrastructure and other Facilities							
1	Construction Work	Re construction of Sports Complex and Bi-cycle shed	Estimates prepared by MES have been forwarded to KVS.	Might take about one year after release of funds by the KVS HQ	Provision of A class sports facilities in the Vidyalaya	It being a deposit work, the estimates prepared by MES have been forwarded to KVS.	-----
2	Special Repairs	The Bicycle Shed & sports Complex has been declared as unsafe due to its sagging roof.	Estimate for Cycle shed was sent to KVS but turned down. Estimate for sports complex prepared by MES has been sent to KVS	Might take one year as the work is to be executed as a deposit work.	Students would have a better facility of parking their bicycles.	MES prepare estimates for the purpose & sent to KVS HQ	Repair work is being done by MES, Repairing of Roof, Pavement -Tile Work etc. and will be completed by March 2023.
3	Color/ Whitewash of the School building	Half of the building needs , half of it has already done.	The work will be executed on availability of funds in VVN.	On need basis	Better ambience	The work will be executed departmentally out of VVN.	External White Wash to be done by MES out of deposit works
4	Regular annual maintenance and repair.	The building is in a fairly good condition	Regular maintenance on day to day basis would be carried out as and when required	_____	To keep the building fit for use	On regular basis throughout the year	



5	Procurement of services conservancy , security and Gardening	The services have been privatized and the contract with the agency would remain in vogue for one year.	Would be done again on expiry of the contract	_____	The VidyalayaBuilding and its surroundings are kept neat and clean on regular basis. The VidyalayaGarden and lawns are well maintained. The School is safe from any trespassing /theft.	Timely completion of the process of privatization of the services.	_____
6.	Procurement of services, printing, AMC of Computers etc.	Registration of Firms has been done	In Vogue	AMC of Computers would be done on expiry of the previously signed contract.	_____	As per KVS norms	
7	Development of Play Grounds	Play fields for the Hockey, Football, Basketball, and Table Tennis Races are in good condition.	Regular Maintenance by Casual laborers and by hiring the tractor machines.	Dec 2022	Fit for use Games/Sports facilities	Procurement of paint etc. Engaging casual Labour as and when required	

Sr. No.	Activity /Programme	Status	Planned Achievement Target	Expected date/Time of completion	Key Result areas	Programme of action/Action Plan	Remarks
8	Purchase of Lab equipment and sports Material	Requirement of Annual purchase as an annual feature	Rates of commodities would be invited from the registered firms as per requirement	Dec 2022	Smooth functioning of Science and Sports Department	As per KVS norms	_____
9	Purchase of Art and music Department	A few more musical instruments are required.	Rates of commodities would be invited from the registered firms as per requirement	Dec 2022	Smooth functioning of Art & craft and music departments	As per KVS norms	_____
10	Purchase of Library Books journals , Newspapers etc.	Journals and Newspapers have been subscribed as per requirement .Books would be purchased as Per requirement after the summer break.					
11	Stock verification and condemnation	Being done on annual basis	The work will be completed by MARCH 2023				
12	Plantation	Required at a few places	200 Plants	July end 2022	Enhancement of greenery level.	Plants would be procured from the forest department /out of VVN.	
13	Provision of basic amenities drinking water Purchase of one more water cooler.	06 Aqua guards are in place.	Purchase 8 Water purifiers.	June 2022	Provision of safe drinking Water		

S.No	Activity/programme	Status	Plan/achievement/target/expected time of completion
1	Planning of activity/Sub.	Quarterly/Half yearly/Annual Based	Fulfillment of requirement of different departments
2	Taking requirements from each department	Being taken monthly/quarterly or on urgent need	Requisition will be taken from the departments for purchase of consumable /Non consumable items quarterly or in urgency and purchase will made during 2023-2024 as per availability of funds after following the laid down purchase procedure through Gem or other source.
3	Preparation of Budget - SF	Prepared and sent in time	Prepared for the RE 2023-24 & BE 2024-25 and sent as per the directions of the KVS.
4	Preparation of Budget-VVN	Every year the Vidyalaya is getting the budget approved	Formal budget has been approved by the VMC in the month of March/April 2023 for the financial year 2023-24.
5	Re-appropriation of budget wherever required	-	If required, it will be put up to the VMC
6	Pre-approval from RO wherever required	Yes, Proposals will be sent as per requirement.	_____
7	Plan of action	ASO	Supervising the works of subordinates and following the directions of the KVS. Maintaining accounts VVN/SF, Preparing Pay bill, calculation of TDS, Preparing of Monthly/Annual accounts and other accounts work in the office. To maintain service records of the staff, Scrutinize of TA/DA/LTC/Medical bills, Scrutinize of other bills. Draft the letters for correspondence Monitor the cases of Sr Scale/Selection scale /in-service course etc. Disciplinary cases/Court cases, VMC approval etc. Performing all the duties as assigned by KVS to the ASO. Performing Audit duties. Performing 02 days duties in KV Bhunga.

		SSA	Maintenance of Cash Books of SF & VVN in all respect. Preparation of monthly schedule, Ledgers, dealing with all the related accounts matters, Collections of fees, Verification of Fees registers, Maintenance of CS-11. Maintenance of Related files. Performing Audit Duties. Performing 2 days duties at KV Kapurthala. Performing all the duties as assigned by KVS to SSA/UDC. To maintain service records of the staff, Scrutinize of TA/DA/LTC/Medical bills, Scrutinize of other bills. Draft the letters for correspondence Monitor the cases of Sr Scale/Selection scale /in-service course etc.
		JSA	Maintenance of Dairy/Dispatch, Maintenance of files, Typing work, E-mailing, Maintenance of leave records of staff, Maintenance of Staff attendance Registers, Maintenance of Petty Cash Book, Work of Hindi Rajbhasha record, preparing of TCs, Admission and withdrawal, maintenance of C/L records, keep old records, issue of character certificate and other certificate to students , academic matters. Maintenance of Leave record in Service Book. All other duties as assigned by KVS to JSA/LDC.
8	Plan- collection of fees	Fees Will be collected through UBI(Union Bank of India)	Fee will be collected quarterly as per the instructions of the Sangathan in the month of April, July, Oct 2023, and Jan, 2024 BY UBI PORTAL.
9	Settlement of Internal Audit paras	Audit has been conducted upto May 2022	All paras settled at present .
10.	Settlement of Externa/AG audit paras	Being submitted regularly	04 paras Replies have been sent to AG Audit & KVS RO Chandigarh
11	Payment of pay and allowances	Salary is being paid through UBI portal regularly	Salary and other payment under pay and allowances is being paid as per instructions time to time from KVS.
12	Purchase procedure for the purchase of goods and services	Being followed strictly as per the laid down purchase procedure of KVS	Procurement of goods and services is being made as per the procedure laid down by the KVS. Efforts are being done to make procurement through GeM portal as per availability and urgency.