

KENDRIYA VIDYALAYA SANGATHAN REGIONAL OFFICE BENGALURU

Academic Plan for the academic year 2024-2025

Name of the KV: MALLESWARAM SHIFT-1

Sl.No	Activity/Programme	Achievement Targets	Date(s)/Time Target	Monitoring/Evaluation	Remarks
1	2	3	4	5	6
A.					
1	School Time-table	Time table prepared as per KVS norms	Mar-24	Time Table Committee	completed and handed over to subject and class teachers
2	Analysis of Board & Internal Exam results	analysis to be done	March and May	Exam incharge CBSE incharge and Principal	Internal exam analysis completed
3	Checking of HW&CW of Children	To check periodically	Once a month	Principal vice Principal and HM	Subject teachers correct the note books inere ia week for
4	Remedial teaching	Monitor regularly	As per time table	Academic monitoring Committee and Principal	Clasee commenced on 3 April 2024
5	Guidance to Bright children	Monitor regularly	Weekly	Academic monitoring Committee and Principal	Work in progress
Supervision of:					
6	i). Laboratory work	Complete practicals	Oct-24	Academic monitoring Committee and Principal	Work in progress
	ii) SUPW Programme	prepare and implement plan	As per time table	Academic monitoring Committee and Principal	
	iii) Library	Implement Library policy and conduct quarterly review meetings	Regularly	Library Committee and Principal	As per KVS Norms
	iv) Other work	As and when assigned by kvs HQ and RO			
Examinations:					
7	Periodic Assessments	To complete assigned work	As per KVS SCHEDULE	Principal and Exam Dept	PTMs to discuss and plan strategies for better performance
	Half yearly exam	To complete assigned work	As per KVS SCHEDULE	Principal and Exam Dept	
	Session ending exam	To complete assigned work	As per KVS SCHEDULE	Principal and Exam Dept	
	Pre-Board exam for ClassX and XII	To complete assigned work	As per KVS SCHEDULE	Principal and Exam Dept	
	Monthly tests for Classes X and XII	To complete assigned work	As per KVS SCHEDULE	Principal and Exam Dept	
8	Subject Committee Meetings	To conduct meetings to discuss subject related matters and conduct demo classes	Once a month	Principal and concerned subject committee	
9	Innovative Academic Projects	To prepare as many possible projects	As per KVS calendar	All teachers and Principal	
10	Other Programmes	As per kvs guidelines and instructions			
B. Co-Curricular					
1	Investiture ceremony	to Constitute school council	July 1st week	CCA committe	
2	Finalisation of CCA Schedule	Prepare CCA Calendar of activities	March last week	CCA committe	
3	Organisation of Hobby Clubs	Different clubs formation	April 1st week	CCA committe	
4	House-wise competitions in:	To conduct weekly and on days of national/international importance	Once in a Week during CCA periods	CCA committe	
5	Primary Section:				
	i) Story	Maximum Participation and encouragement	31/12/2024	CCA committee Primary	
	ii) Poetry Recitation Hindi/English	Maximum Participation	31/12/2024	CCA committee Primary	
	iii) Calligraphy	Maximum Participation	31/12/2024	CCA committee Primary	
	iv) Drawing	Maximum Participation	31/12/2024	CCA committee Primary	
	v) Music	Maximum Participation	31/12/2024	CCA committee Primary	
	vi) Dance	Maximum Participation	31/12/2024	CCA committee Primary	
	vii) Fancy Dress	Maximum Participation	31/12/2024	CCA committee Primary	
	viii) Any other	Maximum Participation	31/12/2024	CCA committee Primary	

6	<u>Secondary & Sr.Secondary</u>				
	i) Elocution	Maximum Participation	31/12/2024	CCA committee secondary	
	ii) Music	Maximum Participation	31/12/2024	CCA committee secondary	
	iii) Dance	Maximum Participation	31/12/2024	CCA committee secondary	
	iv) Poetry Recitation	Maximum Participation	31/12/2024	CCA committee secondary	
	v) Dramatics	Maximum Participation	31/12/2024	CCA committee secondary	
	vi) Any other	Maximum Participation	31/12/2024	CCA committee secondary	
	vii) Participation in activities organised by other agencies.	Science olympiad, Green Olympiad etc	As per KVS calendar	concerned committees	
7	Publication of Vidyalaya Patrika, News letter & Class magazine etc	Will be published by giving opportunity for students and staff to write articles	As per KVS calendar	CCA committee of both Primary and secondary	
C.	<u>Games and Sports</u>				
1	<u>Primary Section:</u>				
	Organisation of:	Activity cards will be provided	Period wise	All Primary Teachers	
	i) Mass participation	MPT and MINI SPORTS	Monthly	TGT (PHE): Coach	
	ii) Physical efficiency tests	Athletics, skipping, tennis ball throw, vertical jump, 100-200, 400m, relay race, tug of war, Athletics	July 2024	TGT (PHE): Coach	
	iii) Athletics- Housewise competitions				
	iv) School meet	Maximum Participation	Nov-24	TGT (PHE): Coach	
2	<u>Secondary & Sr.Secondary:</u>				
	Organisation of :				
	i) Mass participation drive	Swachh Bharat Abhiyan, Fit India, MPT	weekly Activities	All teachers and Principal	
	ii) Physical Efficiency test	As per the CBSE guidelines	Monthly	TGT (PHE): Coach	
	iii) Housewise competitions:				
	i) Athletics	100m, 200, 400, Long Jump, High Jump	July 2024	TGT (PHE): Coach	
	ii) Team games	Kho-Kho, Basketball, Khabadi, Throw Ball, Volleyball, Football	July 2024	TGT (PHE): Coach	
	iv) School meet	Maximum Participation	Sep-24	All teachers and Principal	
	Yoga practice & display	Daily Morning and in one period on Saturday	Yoga day and sports day annual day	Yoga coach and Teachers	
	Inter school/Cluster/Regional meets etc	To improve number of participants	As per KVS calendar	TGT (PHE): Coach	
	v) Any other	As per kvs guidelines and instructions	
	vi) Participation in activities organised by other agencies	As per kvs guidelines and instructions	
		

D.	Other Activities				
1	Environmental Awareness Programme	Planting more trees and taking care of them, observing different significant days	AS per requirement and calendar	School level committee	
2	Science Exhibition	School level, Regional level	As per KVS calendar	Committee	selected project to be sent to National
3	EBSB & Kala Utsav	School, Cluster, Regional level	As per KVS calendar	Committee	selected project to be sent to National
4	Youth Parliament	Nil			
5	Value Education Programme	Value talk by the teachers/ experts/councillor	as per need	CCA committee	
6	School Annual Day	Conduct annual day by including cultural activities	Nov-24	CCA committee	
7	Celebration of festivals and important days	National Festivals and important days will be celebrated in the assembly	as per calendar	CCA committee	
8	Morning Assembly	mass Participation of students in various activities	Daily	CCA committee, all teachers	
9	Scouting & Guiding Training/Camps	Maximum Participation	As per KVS calendar	S & G teachers	
10	Trekking etc.	Maximum Participation	whenever required	TGT (PHE): Coach	
11	Health Checkup of students twice a year	Twice annually	August, Feb	TGT (PHE): Coach	
12	Any other- NCC	Maximum participation	As per schedule by NCC BN	Third Officer from K.V. Malleswaram- Sachin Verma	
E.	Miscellaneous				
1	Talks by experts	For AEP, Guidance	Monthly	AEP In-charge	
2	Proposals for Inservice Courses	Sponsor and relieve teachers	as per KVS calendar	Principal I/C	to monitor performance after the training
3	Organisation of Inservice Course/Vidyalaya level workshops	As per KVS policies	As per KVS calendar	Principal I/C	
4	Proposals for National/ICT/Innovative & experimentation Awards	teachers are motivated to adopt innovative practices and present the reports	As per KVS instructions	All teachers	
5	Community Oriented programmes	Swacch Bharat abhiyan	As per govt of India instructions	All Students/ teachers/ parents	
6	NAEP/Counseling services	To carry out effectively	Weekly	AEP committee	
7	Services of Special educator	Need based	As per time table	Class teachers and special educator	
8	School sanitation initiatives	monitoring of conservancy staff by cleanliness committee and principal			
9	Maintenance of School Campus				
	Cleanliness and upkeep of				
	i) Campus	To keep campus clean	regular	Monitoring by cleanliness committee	
	ii) Toilets &	To keep toilets clean	regular	Monitoring by cleanliness committee	
	iii) Provision of drinking water	Installed RO units in Feb 2024	servicing of RO units once in three months	Monitoring by cleanliness committee	
10	Development & upkeep of Lawns and gardens, Plantation drive	To add more flowering plants/ornamental plants/ Medicinal garden/ vegetable Garden	maintained daily by Gardener	Beautification committee	
11	Flower pots and their maintenance	To keep adding pots with plants as per need	do	Beautification committee	
12	Installation of Fire Extinguishers/Availability of sand and water buckets	Available in the Vidyalaya	As per Fire Safety Guidelines	Building Safety Committee	

Signature of Principal SASIMOHANAN K
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