

PART – A
VIDYALAYA PLAN

I-VIDYALAYA PROFILE

A- GENERAL INFORMATION

NAME OF THE VIDYALAYA	Kendriya Vidyalaya, Mathana	REGION	Type of BuildingA1/A/B/C/D/E
		GURUGRAM	A
SCHOOL CODE	2223		
YEAR OF ESTABLISHMENT	2016	Sector	Civil
GEOGRAPHICAL LOCATION (COORDINATES)	29*57'43.8"N, 76*52'58.4"E		
AREA (BUILT UP)	33374KM ²		
NAME OF THE PRINCIPAL	BASRI RAM	Landline (o)-01744-294677 Landline (R)- Mobile-9416616009 E-mail-kvmathana@gmail.com	
DATE OF JOINING IN	PRESENT KV- 23/08/2022	PRESENT POST-20/11/2017	
NAME OF THE PERSON WHO CAN BE CONTACTED IN ABSENCE OF PRINCIPAL	Mr. Devender Pal Singh PGT Chemistry		
	Mobile No.	9466651131	
NAME OF THE CHAIRMAN	Mr. Sushil Sarwan	Landline (o)-01744-220270 Landline (R)- E-mail-dccwkurukshetra@gmail.com	

B- SCHOOL DATA (AS ON 31.07.2024)

(I) STUDENTS ENROLMENT POSITION									
CATEGORYWISE	I	II	III	IV	V	VI			TOTAL
BOYS	43	12	77	9	285	0			427
GIRLS	34	17	49	13	218	0			329
TOTAL									812
RESV. CAEGORY	SC	ST		OBC	GEN				TOTAL
BOYS	121	1		146	159				427
GIRLS	97	0		114	116				329
TOTAL									812
COMUNITY	HINDU	MUSLIM	SIKH	CHRISTIAN	BUDDHIST	JAIN	ZOROASTRIAN	OTHER	TOTAL
BOYS	422	02	03	0	0	0	0	0	427
GIRLS	324	2	4	0	0	0	0	0	329
TOTAL									756
HANDICAPPED	ORTHOPEADIC HANDICAPPED		VISUAL HANDICAPPED		HEARING HANDICAPPED	AUTISTIC CHILDREN		TOTAL	
BOYS	0		0		0	0		0	
GIRLS	00		0		0	0		00	
TOTAL									00
MISC QUOTA (2023-24)	RTE	BPL	SGC	KVS-STAFF	CHAIRMAN QUOTA	MP QUOTA	HRM Quota		TOTAL
BOYS	52	0	0	2	0	0	0		54
GIRLS	49	0	9	3	0	0	0		61
TOTAL									115

TOTAL	20	14	34	7	0	10	0	17	1	2	0

(I) 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	Ms. Sushma Rani	Library	Dr. Satyawan	Professor, M.D. University, Rohtak	
2	Mr. Mohit Kumar	PRT	Mrs. Supriya	Officer, PNB Chewa, Kumarhatti, Solan (HP)	
3	Ms. Shalika Jindal	PRT	Mr. Parveen Kumar	SWO, Punjab National Bank (PSU)	
4	Ms. Jasbir Kaur	PRT	Mr. Prabhjot Singh	PRT, KV No. 3, Patiala Cantt.	

(I) Appointment of Doctor, Nurses, Counselors and Coaches (Sports, Performing arts etc.)

Sl. No	Post	Sex	Date of Appointment
1	Staff Nurse	Female	01/04/2024
2	Sports Coach	Female	01/04/2024
3	Computer Instructor	Female	01/04/2024

C- ACHIEVMENTS AS ON 31st March 2024

1. Curricular Activities

(I) EXAMINATION (CBSE)							
CLASSES	Enrollment	Appeared	Passed	Pass %	PI	No. of students getting more than 70% marks	Name of position Holders
XII (Sc.)	35	35	35	100	78	7	I Manika _____ II Mahak _____ III Deepanshu _____
XII (Comm.)	N.A	N.A	N.A	N.A	N.A	N.A	I _____ II _____ III _____
XII (Hum.)	N.A	N.A	N.A	N.A	N.A	N.A	I _____ II _____ III _____
X	50	50	50	100 %	53.91	19	I _____ II _____ III _____
(II) EXAMINATION (Home)							
XI (Sc.)	38	37	29	78.37		1	
XI (Comm.)	N.A	N.A	N.A	N.A		N.A	
XI (Hum.)	37	37	22	59.45		1	
IX	46	46	38	82.61		9	

(III) The Learning Attainment of Students & Target

Class	Learning Attainment of Students for the year 2022-23 (% 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	05	0	64	7	0	
II	70	06	0	73	3	0	
III	65	11	0	49	26	0	
IV	65	10	0	49	26	0	
V	70	10	0	56	23	1	
VI	22	31	0	22	22	0	
VII	16	28	0	25	27	0	
VIII	18	29	1	20	26	0	

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

(IV) EXAMINATION (Competitive)

Competitive Exam	AIEEE	IIT-JEE	NEET	PMT	CLAT	NDA	OTHER
No. of students Selected	N.A	N.A	N.A	N.A	N.A	N.A	1
Targets	N.A	N.A	N.A	N.A	N.A	N.A	N.A

1. (i) CO-CURRICULAR & EXTRACURRICULAR ACTIVITIES

NUMBER OF PARTICIPANTS			NUMBER OF POSITION HOLDER		
Regional level	National Level	SGFI/Associations/Federation (Open)	Regional level	National Level	SGFI/Associations/Federation (Open)
50	1	Nil	1	NA	NA

NUMBER OF PARTICIPANTS			NUMBER OF POSITION HOLDER		
Cluster Level	Regional level	National Level	Cluster Level	Regional level	National Level
Nil	Nil	Nil	Nil	Nil	Nil

AREA	NUMBER OF PARTICIPANTS			NUMBER OF POSITION HOLDER		
	Rashtrapati Purashkar/Golden Arrow	Rajya Purashkar/Chaturth Charan	TritiyaSopan/Tritiya Charan	Rashtrapati Purashkar/Golden Arrow	Rajya Purashkar/Chaturth Charan	TritiyaSopan/Tritiya Charan
Scout & Guides	NIL	06	07	NIL	06	07
Cub & Bulbul	NIL	04	NIL	NIL	04	NIL

AREA	NUMBER OF PARTICIPANTS			NUMBER OF POSITION HOLDER		
	Regional Level	KVS National	National Level	Regional Level	KVS National	National Level
National Children Science Congress	1 Teams	0	0	0	0	0
Jawaharlal Nehru Junior Science and Maths Olympiad	0	0	0	0	0	0
INSPIRE Award	3	0	0	0	0	0
Maths Olympiad	12	0	0	0	0	0
Science Olympiad	12	0	0	0	0	0

Tarunutsav

S.NO	Name of the activity	No. of students trained	Remarkable achievements if any
1	Carrier counseling	40	Nil
2	Art and craft	10	Nil
3	music	5	Nil

Activities	Level (Cluster/Regional / National)	No. of students Selected	Names of Achievers	Next stage of Participation
Science Olympiad	12	0	NA	NA
Math's Olympiad	12	0	0	0
Cyber Olympiad	NA	NA	NA	NA
Green Olympiad	NA	NA	NA	NA
IGBC Green Building Contest	NA	NA	NA	NA
National Sc. Congress	01 Teams	Yet to be conducted	NA	NA
Sc. Exhibition	NA	NA	NA	NA

II- INFRASTRUCTURE PLAN

	Available in No.	Proposed / Expansion	Budget plan
Class Rooms	24	00	N.A.
Smart /e-Class Rooms	0	08	N.A.
Physics lab	1	1	3,25,000
Chemistry lab	1	1	3,25,000
Bio lab	1	1	3,50,000
Jr. Science lab	0	NIL	N.A.
Geography Lab	0	NIL	N.A.
Computer Lab	2	NIL	N.A.
Math's Lab	1	NIL	N.A.
Language Lab	0	NIL	N.A.
Work Experience Workshop	1	NIL	N.A.
Yoga Room	0	NIL	N.A.
Art Room	1	NIL	N.A.
Resource Room	1	NIL	N.A.
Music Room	1	NIL	N.A.
Activity Room	1	NIL	N.A.
Staff Room	1	NIL	N.A.
Conference Hall / Auditorium	0	NIL	N.A.
Sports Room	1	NIL	N.A.
Library	1	NIL	N.A.
Children's' Park	1	NIL	N.A.
Playgrounds	1	NIL	N.A.
Garden	1	NIL	N.A.
Science/ Math's Park	0	NIL	N.A.
Admin Office	1	NIL	N.A.
Canteen	1	NIL	N.A.
Boys Toilets	4	NIL	N.A.
Girls Toilets	4	NIL	N.A.
Bathrooms	8	NIL	N.A.
Facilities for Divyang		NIL	NA
i) Ramp	1	NIL	N.A.
ii) Toilet	4	NIL	N.A.
iii) Wheel Chair	1	NIL	N.A.

A. Assets (Furniture)

Furniture Type	Available in No.	Proposed Acquisition/ Repair	Remark
Duel Desk	375	NA	
Single Desk	190	NA	
Teacher's Table	24	NA	
Teacher's chair	70	NA	
Almirah	20	NA	
Computer Table	55	NA	
Computer Chair	110	NA	
Lab Table	11	NA	
Lab Stools	150	NA	

B. Assets (labs equipment (Value above Rs. 15.000/-)

Name of Lab	Availability of infrastructure as per benchmark	Availability of equipment as per benchmark of labs	Proposed development of infrastructure/acquisition
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	of labs		
PHYSICS LAB	N.A	N.A	N.A
CHEMISTRY LAB	N.A	N.A	N.A
BIOLOGY LAB	N.A	N.A	N.A

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

Articles	Available in No.	Proposed Procurement / Repair	Remark
Computers	33	40	Requirement sent to RO

D. Assets (Library)

Sl. No.	Articles	Available in No.	Proposed Acquisition/ Repair	Remark
1	Table	08	00	
2	Almirah	02	00	
3	Bookshelves	06	02	
4	Books in Hindi	1540+14(Skt)	200	
5	Books in English	908	180	
6				

E. Assets (Music)

Sl. No.	Articles	Available in No.	Proposed Acquisition/ Repair	Remark
1	Harmonium	02	00	
2	Synthesizer (Key Board)	01	00	
3	Tabla	01	00	
4	Dholak	01	01	
5	Congo	03	02	
6	Flute	00	00	
7	Voilin	00	00	
8	Mouth organ	00	00	
9	Khanjari	03	01	
10	Dufflee	00	01	
11	Miracus	00	02	
12	Marching Triangle	00	00	
13	Marching drum	00	00	
14	Symbate	00	00	
15	Jazz drum set	00	01	
16	Any other (Manjira)	00	00	

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

Department	Articles	Available in No.	Proposed Acquisition/ Repair	Remark
Work Experience	DVR, CCTV, Amplifier	1 each (2 Amplifier)	0	
Art & Culture	Nil	0	0	
Sports	Nil	0	0	
Gardening	Grass Cutting Machine	1	0	
Any other department	Audio-Visual Aid (Projector) Printer for examination deptt.	2 1	0 0	

	Newspaper stand for library Lecture stand for C.C.A.	1 1	0 0	
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G. Assets (Office)(Value above Rs. 15.000/-)

Articles	Available in No.	Proposed Acquisition/ Repair	Remark
Computer	3	0	Nil
Printer	3	0	Nil
Xerox Machine	1	0	Nil

H. Medical Room Facilities

Facilities	Available in No.	Proposed Acquisition/ Repair	Remark
Cot	00	00	
Wheel Chair	01	00	
Almirah for Medicine	00	01	
Stethoscope	00	00	
Sphygmomanometer	00	00	
Glucometer	00	00	

I. Suggestion Box :

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: NA ()

S.No	Suggestion	Action Taken

II. 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	Vidyalaya campus		
Fire Alarm	1	Yes	Vidyalaya campus		
CC TV	8	Yes	Vidyalaya campus		
Public Announcement System	1	Yes	Assembly ground		
Walkie Talkie System	NIL	NA			

(2) Emergency Supplies/ Facilities

Facilities	Existing Position	Proposed for Expansion	Article required
Sufficient Drinking Water& Food	Available		
Emergency Lighting System	Nil	NIL	
First Aid Kits	Available	NA	
Emergency Evacuation Plan	Yes	N.A	
Emergency Communication System	Yes	Nil	
Water Tanks	Available (08)	0	0
Sanitation Supplies	Yes		
Boundary wall/ Fencing	Yes	NA	
Exit/Entrance Gate	Yes 02	NA	

3. Security Personnel

No. of Persons	Male	Female	Remark
03	03	0	

B. School Staff Training:

Training Area	No of Staff & Students Trained	Proposed Plan for training
A. Evacuation Drills	661	
B. Basic First Aid/ First Responder Skills	279	
C. Safety Training	279	
D. Use of Fire Extinguisher	279	
E. How to turn off electricity, water and gas	661	
F. Psychological First Aid	200	
G. Other:		

Note:

Sl. No.	Certificates	Date of Issue	Valid Till
	Certificate of the fire safety	17.09.2023	16.01.2026
	Certificate of safety of school building	30.04.2024	29.04.2025
	Certificate of Potable Water	17.06.2024	16.06.2025

C. SCHOOL RESPONSE TEAMS

Sl.No	Particulars	Name of Team Leader	Members with Designation	Contact Details
1	Child Rights Protection Cell	Mrs Chandrima Gaur PGT English 9253138630	1. Tamanna,TGT Maths 2. Geeta Basia PGT Bio 3. Manju sood PRT	9468350500 9729935192 9812154150
2	Evacuation Team	Mr Jagjeet Singh TGT P.H & E 9816920444	1. Rajesh kumar PGT GEO 2. Mohit PRT 3. Narender Nain PRT	8285829149 8168427020 8570040631
3	Search & Rescue Team	Mr Kapil PGT Physics 7063910331	1. Dr. Jitender Kumar PGT Hindi 2. Rishu Goyal TGT Eng 3. Shalika Jindal PRT	9041497960 9467431318 7454848124
4	First Aid & Medical Team	Mrs Geeta Basia PGT Biology 9729935192	1. Nirmala Nurse 2. Santosh Rani PRT 3. Jagjeet Singh P H &T	9306821210 9829420142 9816920444
5	Transport Safety Team	Mr Rahul Chahal JSA 7900101601	1. Jitender Kumar PGT HINDI 2. Poonam Choudhary TGT HINDI 3. Sanjay Kumar PGT ECO	9041497960 9728889348 9315195355
6	Team for students with special needs (Divyang)	Mrs Poonam Choudhary TGT Hindi 9728889348	1. Nirmala NURSE 2. Meenakshi COACH 3. Jagjeet Singh PH & E	9306821210 8307736162 9816920444
7	Internal Complaint Committee (ICC)	Mrs Chandrima Gaur PGT English 9253138630	1. Devenderpal singh PGT CHEMISTRY 2. Braham dev PGT HISTORY 3. Manju sood PRT	9466651131 9416277987 9812154150
8	Grievance Redressal Committee	Mrs Chandrima Gaur PGT English 9253138630	1. VISHAL TGT SKT 2. JASBIR KAUR PRT 3. SANTOSH RANI PRT MUSIC	8930406002 8398875641 9829420142

ACADEMIC

A. Curricular Activities

1.Strategic goals and plan for expected improvement of quality & quantity of result for 2023-24

Class	Enrollment		Pass %		PI		Strategies / Plan of Action	Remarks
	2024	2025	Achieved	Target	Achieved	Target		
			2024	2025	2024	2025		
XII (Sc.)	N.A	34	100%	100%	78	80		
XII (Comm.)	N.A	N.A	N.A	N.A	N.A	N.A		
XII (Hum.)	N.A	17	N.A	100%	N.A	75		
X	50	41	100 %	100 %	53.91	60	1.REMIDIAL CLASSES 2.Frequent Assessment of the students to know the shortcomings 3. capacity building of the teachers.	
XI (Sc.)	38	19	78.35	100 %		75		
XI (Comm.)	NA	NA	NA	NA	N.A	N.A		
XI (Hum.)	37	18	59.8	100%	N.A	N.A		
IX	43	46	100 %	100 %	56	60	1.REMIDIAL CLASSES 2.Frequent Assessment of the students to know the shortcomings 3. capacity building of the teachers.	

2.

A. Workshops to be planned for all teachers:

Short duration workshops to be organize at Vidyalaya level	Strategies	Target	Expected Achievement	Remarks
Content enrichment through Demonstration/Meeting/ seminars in concern subjects	Workshop on Model Lesson Plan. Last working day of the Month	Yes, held regularly	Teachers will implement it in day to day teaching.	
Communication Skills	Workshops through Diksha App	All the teachers to attend the workshops and learn effective communication	Teacher have completed all the workshops conducted online.	
Life Skills	Online Workshops through Diksha App	All the teachers to attend the workshops and learn effective communication	Teacher have completed all the workshops conducted online.	
Workshop for planning the TLM/Activity and graded assignments/Question Bank	Subject-wise preparation of the Question Banks and TLM.	All aspects of teaching learning to be adopted while preparing TLM and Question Banks.	Question Banks have been prepared by teachers and regular TLM workshops are being conducted.	
Any other				

B-1 Workshop for capacity building

Workshop for capacity building	Name of teacher	Subject	Area of concern	Strategies
Workshops on NEP	All Teachers	All	Pedagogical	As per the Workshop Content
Model lesson plan	All Teachers	All	Teaching-Learning Process	
Workshop on learning outcome	All teachers	all	teaching Learning Process	

B-2 Workshop for underachieving teachers:

Workshop for underachieving teachers	Subject	Area of concern	Strategies
N.A	N.A	N.A	N.A

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

Activities	Planned Targets/ Date	Actual Date of Completion	Remarks/ Shortfall (if any)
Investiture ceremony	July 2024	03.08.2024	
Finalization of CCA schedule	April 2024	01.04.2024	
Value Education Programme/Awakened Citizen Programme	VII-IX (2024-25)	Modules are being completed during Regular Teaching	
School Annual Day/ Sports Day	Nov. 2024	Yet to be Conducted	
Educational Excursions	July 2024	Yet to be Conducted	
Adventure Activities	-----	-----	
Health Check up of Students	July 2024	10.08.2024	
National Adolescence Education Programme	Sep-Oct 2024	Counselor is taking regular sessions	
Library Week	14 to 20 Nov. 2024	Yet to be Conducted	
Science Exhibition	-----		
Social Sc. Exhibition	-----		
Art Exhibition	-----		
Science Congress	-----		
Publication of Vidyalaya Patrika	Jan. 2024	Yet to be published	
News Letter	June 2024 Sep 2024 Dec 2024 March 2025	28.06.2024 25.09.2024	
Scouts and Guides			
1. Pratham Sopan Test	Sept 2024	Yet to be published	
2. Dwitiya Sopan Test	Oct. 2024	Yet to be published	
Cub & Bulbul			
1. Prathama Charan			
2. Dwitiya Charan			
3. Tritiya Charan			
Any Other			

Games & Sports

level	Event	No. of students expected to participate	Strategies Planned	No. of Achievers after the event	Remarks
SGFI					
National Level	taekwon do	01			Result awaited
Region Level	Volleyball	5		0	
State Level	Nil	Nil	Nil	Nil	Nil
Other	NIL	NIL	NIL	NIL	NIL

NCC

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

School Band

Teacher Head	No. of Students Trained
NIL	NIL

V- ADMINISTRATION & FINANCE

S. No.	Activity/Programmed	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.	Timely submitted to KVS, RO, Gurgaon			
2	Selection of staff for contractual appointments.	March 2024	March 2024	23-24.03.2024	
3	Construction Works:				
	i) New works				
	ii) Maintenance & Repairs	NIL	NIL		
	iii) Developmental work	NIL	NIL		
	iv) Coloring/white washing of school building and staff quarters, etc.	N.A	N.A		
4	Transfer of land/execution of lease deed etc. if required.	Already executed	18.04.2016		
5	Annual stock verification	March 2024	March 2024	March 2024	
6	Vidyalaya Management Committee/Vidyalaya Executive Committee Meetings	Yes	Sept 2024 Dec. 2024 Feb. 2025	proposed Proposed Proposed	
7	Financial Management				
	i) Budget proposals	Timely submitted to KVS			
	ii) Revised Estimates	Timely submitted to KVS			
	iii) Rectification if any				

Audit of school accounts

Activity/Programme	Pending	Expected Date	Actual No. of	Remarks
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		of Settlement	Paras Settled	
Audit Paras (A) Internal Audit Para	09+01	Under Process	NIL	
(B) A G Audit Para	NIL	NIL	NIL	NIL

Court cases

No. of Cases	Subject of litigation	Current Status	Remarks
NIL	NIL	NIL	NIL

ACADEMIC LOSS COMPENSATION PROGRAMME (ALCP)

S.No	Class	No. Of Programmes organized	Activities Planned
1	VI-X	EXTRA CLASSES ARRANGED	

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
Public Outreach Programme	No use of Drugs and Alcohol	Village Mathana	Posters, Banners

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

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

C. Connecting the Neighbouring School under Handholding Support Scheme:

Name & Address of Mentee- 1: Govt. Sen. Sec. School, Vill. Mathana, Kurukshetra.

Sl. No	Activity Organized	Kendriya Vidyalaya		Neighboring School -1	
		No. of Students participated	No. of Teachers participated	No. of Students participated	No. of Teachers participated
1	राष्ट्रीय पोषण माह	05	03	40	04

Activities planned for the session:

Name & Address of Mentee-2: , Kurukshetra-----

Sl. No	Activity Organized	Kendriya Vidyalaya		Neighboring School -2	
		No. of Students participated	No. of Teachers participated	No. of Students participated	No. of Teachers participated
1					

