



VIDYALAYA PLAN

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VIDYALAYA PLAN (2024-25)

PART - A

1-VIDYALAYA PROFILE

1(A)-GENERAL INFORMATION

NAME OF THE VIDYALAYA	KENDRIYA VIDYALAYA HISAR CANTT	REGION	Type of Building A1/A/B/C/D/E
		GURUGRAM	C
SCHOOL CODE	04094	<u>AFFILIATION NO.*</u> (upload affiliation Letter issued by CBSE)	1000001
YEAR OF ESTABLISHMENT	1984	SECTOR	DEFENCE
GEOGRAPHICAL LOCATION (COORDINATES)	29.1135° N, 75.8299° E	UDISE No.	06120604606
AREA (Built up in meter square)	05Acres	TOTAL AREA (Built up in meter square)	12 Acres
ADDRESS OF THE VIDYALAYA	PM SHRI KENDRIYA VIDYALAYA HISAR CANTT, HARYANA - 125006	CONSTITUENCY OF THE VIDYALAYA	HISAR , HARYANA
e-Mail of the Vidyalaya	principalkvhisarcantt@gmail.com	RURAL/URBAN	SUB URBAN
PM SHRI SCHOOL	YES / NO	IF YES, SANCTION YEAR	
NAME OF THE PRINCIPAL	MS Poonam Singh	Landline (o)-01662-221879 Landline (R)- Mobile-98171016307 E-mail-principalkvhisarcantt@gmail.com	
DATE OF JOINING IN	PRESENT KV- 30/09/2023	PRESENT POST- 30/09/2023	
NAME OF THE PERSON WHO CAN BE CONTACTED IN ABSENCE OF PRINCIPAL	Mr. Dayanand Joiya Vice Principal Mob: 8233873697		
		Mobile No. 8233873697	
<u>NAME OF THE CHAIRMAN*</u> (Upload list of VMC Members approved by KVS RO)	Brig. S .Rajeev	Landline (o)-2401 Landline (R)- Mobile-	

		E-mail-
ADDRESS OF THE CHAIRMAN OFFICE		

1(B)(i) SCHOOL DATA (as on 31ST March, 2024)

(I) STUDENTS ENROLMENT POSITION									
PRIORITY CATEGORYWISE	I	II	III	IV	V	VI	TOTAL		
BOYS	440	26	28	9	268	NIL	771		
GIRLS	466	20	34	3	219	NIL	742		
	TOTAL								1513
SOCIAL CATEGORYWISE	SC		ST		OBC (CL)	OBC (NCL)	GEN	TOTAL	
BOYS	133		5		40	140	453	771	
GIRLS	117		4		50	148	423	742	
	TOTAL								1513
COMMUNITY	HINDU	MUSLIM	SIKH	CHRISTIAN	BUDDHIST	JAIN	ZOROASTRIAN	OTHER	TOTAL
BOYS	760	09	2	0	0	0	0	0	771
GIRLS	729	10	3	0	0	0	0	0	742
	TOTAL								1513
DIVYANG/ STUDENTS WITH SPECIAL NEEDS (As per RPwD Act 2016, 21 identified disabilities)	ORTHOPEDICALLY CHALLENGED		VISUALLY CHALLENGED		HEARING IMPAIRED	AUTISTIC	OTHERS		TOTAL
BOYS	5		0		0	0	0		5
GIRLS	0		0		0	0	0		0
	TOTAL								5

(II) TOTAL FRESH ADMISSIONS DURING SESSION: 2023-24									
PRIORITY CATEGORYWISE	I	II	III	IV	V	VI	TOTAL		
BOYS	60	4	6	0	39	NA	109		
GIRLS	50	4	3	1	31	NA	89		
	TOTAL								198
SOCIAL CATEGORYWISE	SC		ST		OBC (CL)	OBC (NCL)	GEN		TOTAL
BOYS	20		1		2	32	54		109
GIRLS	14		1		2	27	45		89
	TOTAL								198
COMMUNITY	HINDU	MUSLIM	SIKH	CHRISTIAN	BUDDHIST	JAIN	ZOROASTRIAN	OTHER	TOTAL
BOYS	107	1	1	0	0	0	0	0	109
GIRLS	85	1	1	1	0	1	0	0	89
	TOTAL								198
DIVYANG/ STUDENTS WITH SPECIAL NEEDS (As per RPwD Act 2016, 21 identified disabilities)		ORTHOPEDICALLY CHALLENGED		VISUALLY CHALLENGED	HEARING IMPAIRED	AUTISTIC	OTHERS		TOTAL
BOYS		0		0	0	0	0		0
GIRLS		0		0	0	0	0		0
	TOTAL								0
ADMISSIONS UNDER "RTE"			SC	ST	OBC (NCL)	EWS / BPL	DA / CWSN		TOTAL
BOYS			7	0	4	1 & 4	0		16
GIRLS			3	0	9	2 & 1	0		15
	TOTAL								31

1(B)(ii) STAFF POSITION

Cadre	Staff Sanctioned* (Upload staff sanction letter from KVS)	STAFF POSITION										DIFFERENTLY ABLED			
		In Position				Category wise						OH	VH	HH	Others
		Male	Female	Third Gender	Total	SC	ST	OBC (CL)	OBC (NCL)	Minority	Gen/ Unreserved				
Principal	00	01	01	0	00	00	00	00	01	0	00	00	00	00	
VP/Principal Gr.II	01	00	01	0	01	00	00	00	00	0	00	00	00	00	
PGT	09	05	14	0	05	00	04	00	05	0	00	00	00	00	
TGT	06	07	13	0	02	00	04	00	07	0	02	00	00	00	
TGT (WE)	00	01	01	0	00	00	00	00	01	0	00	00	00	00	
TGT (AE)	01	00	01	0	00	00	00	00	01	0	00	00	00	00	
TGT (P&HE)	01	00	01	0	00	00	00	00	01	0	00	00	00	00	
HM	01	00	01	0	00	00	00	00	01	0	01	00	00	00	
PRT	03	14	17	0	04	00	03	00	10	0	02	00	00	00	
PRT (MUSIC)	00	01	01	0	01	00	00	00	00	0	00	00	00	00	
ASO	01	00	01	0	00	00	00	00	01	0	00	00	00	00	
SSA	01	00	00	0	00	00	00	00	01	0	00	00	00	00	
JSA	01	00	01	0	00	00	00	00	01	0	00	00	00	00	
LIBRARIAN	00	01	01	0	01	00	00	00	00	0	00	00	00	00	
SUB STAFF	01	00	00	0	01	00	00	00	00	0	00	00	00	00	
Hostel Staff	00	00	00	0	00	00	00	00	00	0	00	00	00	00	
TOTAL	26	30	56	0	14	00	12	00	30	0	05	00	00	00	

1(B)(iii)- Appointing/ Engaging of Doctor, Nurses, Special Educator, Counsellors and Coaches (Sports, Performing arts etc.)

Sl. No	Post	Gender	Date of Appointment
1	Counsellor	-	Carrier counseling session was done by Mrs Radhika Teotia on 20-August-2024.
2	Nurse	F	01-Sept-2024
3	Doctor	-	
4	Sports Coach	M	01-April-2024
5	Special Educator	F	01-April-2024
6	Vocational Instructor (for skill courses)		
7	Any Other	YOGA	01-April-2024

1(C) - VISION, MISSION AND PLANNING OF THE VIDYALAYA

Sl. No	Activity/Programme	Planned achievement targets	Expected date of completion	Actual Date of Completion/ Actual achievements/ Status Report
1	Fixing vision and mission statements and a set of standard operating procedures.	Vision statement of the Vidyalaya: Mission Statement of the Vidyalaya:	Mission: 31-03-24	31-03-24
2	Fixing long term and short term plans commensurate with its vision and mission statement for institutional planning.	Long term Plan: Short term Plan:	Long Term plan: for THREE years Short Term plan: 31-03-24	- - 31-03-24
3	Promotion of innovation by introducing creative methods and techniques that equip students and the institution with 21st century skills.	Competency based learning Life skills teaching FLN activities	To be carried out on regular basis.	Being done on regular basis.
4	Any other project undertaken by the vidyalaya	Vocabulary enrichment	To be done on regular basis	Being done everyday.

PART - B

1- INFRASTRUCTURE PLAN

(A) - Building Plan:* (Upload photographs -one each)

	Available in No.	Proposed / Expansion (2024-25)	Budget plan (2024-25)
Principal Room	01	Nil	
Class Rooms	38	Nil	
Smart /e-Class Rooms	12	11 more	22 lac
Physics lab	1	Renovation	Estimates asked from MES
Chemistry lab	1	Renovation	Estimates asked from MES
Bio lab	1	Renovation	Estimates asked from MES
Jr. Science lab	Nil		
Geography Lab	1	-	
Computer Lab	2	-	
Maths Lab	Nil	-	
Digital Language Lab	1	-	
Social Science Lab	Nil	-	
Vocational Lab/Composite Lab	Nil	01	30 Lac
Yoga Room	Nil	-	
Medical Room	1	-	
Art Room	1	-	
Resource Room	1	-	
ATL LAB	1	-	
Music Room	1	-	
Activity Room	1	-	
Staff Room	2	-	
Conference Hall / Auditorium	Nil	-	
Games & Sports Room	1	-	
Library	1	-	
Children's Park	2	-	
Playgrounds	3	Renovation of BasketBall courts	Estimates asked from MES
Garden	3	-	
Science/ Maths Park	1	-	
Admin Office	1	-	
Canteen	1	-	
Hostel	Nil	-	
Bathrooms: (Total)	4	-	
I. Boys	2	-	

II. Girls	2	-	
Toilets: (Total)	18	-	
I. Boys	9	-	
II. Girls	9	-	
Facilities for the disposal of sanitary items:-			
I. Incinerator	3	-	
II. Vending Machine	4	-	
Green school initiatives:			
I. Herbal Garden	1	-	
II. Kitchen Garden	1	-	
III. Medicinal Garden	1	-	
IV. Composting Pit / Vermicompost pit	1	-	
V. Swachha Vidyalaya implementation	Yes	-	
VI. Rain water harvesting, Water treatment	1	-	
VII. Availability of solar plant, Use of LED lights	All lights LED	-	
Facilities for Promoting Inclusive Education (As per the modalities of RPwD Act 2016)			
i. Ramp	7	1	RIC to be taken from MES
ii. Special Toilet	5	-	
iii. Wheel Chair	1	-	
iv. Barrier free access	5	-	

(B) - Assets (Furniture)

Furniture Type	Available in No.	Proposed Acquisition/ Repair (2024-25)	Remark
Dual Desk	720		
Single Desk	80		
Teacher's Table	60		
Teacher's chair	60		
Almirah	79		
Computer Table	100		
Computer Chair	150		
Lab Table	30		
Lab Stools	60		
Bed for Medical Room	1		
Podiums	2		

(C) - Assets (lab 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 (2024-25)
Language Lab	30 Computers	30	As per PM Shri guidelines

(D) - Assets (IT Infrastructure) (Value above Rs. 15,000/-)

Articles	Available in No.	Proposed Procurement / Repair (2024-25)	Remark
Desktop Computers	123	30	30computers are beyond repair need to be condemned.
Photocopier Machine	03	-	
Rezo Machine	02	02	
Printer	12	02	

(E) - Assets (Library)

Sl. No.	Articles	Available in No.	Proposed Acquisition/ Repair (2024-25)	Remark
1	Tables	11	10	
2	Chairs	60	-	New Furniture to be procured under PM SHRI
3	Almirah	03	2	
4	Bookshelves	22	05	
5	Interactive panel	-	-	Library is equipped with overhead projector.
6	Desktop Computers	10	-	
7	Books in Hindi	6740	445	
8	Books in English	4274	247	

(F) - Assets (Music) (Upload photographs -max. two)

Sl. No.	Articles	Available in No.	Proposed Acquisition/ Repair (2024-25)	Remark
1	Harmonium	06	-	
2	Synthesizer (Key Board)	02	1 REPAIR	
3	Tabla	02	2 REPAIR	
4	Dholak	02	OK	
5	Congo	02	-	
6	Flute	00	NIL	
7	Voilin	00	NIL	
8	Mouth organ	00	NIL	
9	Khanjari	02	2	
10	Dufflee	01	NIL	
11	Miracus	02	NIL	
12	Marching Triangle	00	NIL	
13	Marching drum	03	OK	
14	Symbate	00	NIL	
15	Jazz drum set	0	1 REPAIR	
16	Any other	03	2 REPAIR	

(G) - Assets (Workshop/Art & Craft/Sport) (Value above Rs. 15,000/-)

Department	Articles	Available in No.	Proposed Acquisition/ Repair (2024-25)	Remark
Work Experience / Skill Courses	PA System	02 sets		
Art & Culture	-	-		
Sports	TT Table	One		
Gardening	Grass cutting Machine	02		
Scout and Guide				
Any other department				

(H) - Assets (Office) (Value above Rs. 15,000/-)

Articles	Available in No.	Proposed Acquisition/ Repair (2024-25)	Remark
Office Table	06	03	

Office Chairs	05	03	
Inverter & Batteries	01	01	
Almirah	06	02	

(I) - **Medical Room Facilities** *(Upload photographs -max. two)

Facilities	Available in No.	Proposed Acquisition/ Repair (2024-25)	Remark
First Aid Kit	02	02	
Infrared Thermometer	01		
Medical Bed	01		
Wheel Chair	01		
Almirah for Medicine	01		
Stethoscope	01	01	
Sphygmanometer	01		
Glucometer		01	
Sanitizer dispenser	05		
Pulse oximeter			
Stretcher			
Oxygen Cylinder			
Medical Examination Table	01		
Eye Testing Drum			
Others			

(J) - **Suggestion Box/Student Gratitude Box*** (Upload photographs max. two)

1. Whether the Suggestion Box is installed: YES
2. Whether the Suggestion Box is opened every week: YES
3. Whether the record is being maintained regarding suggestions:
4. The Action taken on Suggestions: YES
5. Whether Gratitude Box is installed:
6. Whether the Gratitude Box is opened every week:

S.No	Suggestion	Action Taken
01	Educational Trips	Organized under PM SHRI Scheme

1.1- SAFETY & SECURITY

(A) - (i) Safety Plan* **(Upload photographs -one of each)**

Security features Installed	No. of articles/ Installed	Whether functioning or not	Location Where installed	Proposed new location for installation (2024-25)	No. of articles required	*Date of refilling/ ** Backup period
Fire Extinguishers *	20	yes	All over in Building			08.08.2024
Fire Alarm	nil	na		Primary & Secondary	02	
CCTV Camera **	35	yes	CLASS ROOMS & CORRIDORS	All Left over class rooms	25	
Public Announcement System	02	YES	NEAR ASSEMBLY STAGE			

(ii) Emergency Supplies/ Facilities* **(Upload photographs -one of each)**

Facilities	Existing Position	Proposed for Expansion (2024-25)	Article required
Sufficient Drinking Water points (taps etc.)	SUFFICIENT		
Water purifier & water coolers	SUFFICIENT		
Emergency Lighting System	SUFFICIENT		
First Aid Kits	SUFFICIENT		
Emergency Evacuation Plan	SUFFICIENT		
Emergency Communication System	SUFFICIENT		
Water Tanks	SUFFICIENT		
Sanitation Supplies/ facilities for Disposal	SUFFICIENT		
Boundary wall/ Fencing	SUFFICIENT		
Exit/Entrance Gate	SUFFICIENT		
Display of Emergency Phone Numbers	yes		
Display of Vidyalaya Map	yes		

(iii) Security Personnel/Conservancy staff

No. of Persons	Male	Female	Remark
03	03	nil	

(B) - School Staff Training/Mass Drill:* (Upload photographs -one of each)

Training Area	No of Staff & Students Trained	Proposed Plan for training (2024-25)
A. Evacuation Drills	1500	1.Evacuation Drills and Safety training to be done once in a month. 2.Energy saving awareness on regular basis by all teachers. 3.Knowledge of how to deal with special children to be provided by Special Educator on regular basis.
B. Basic First Aid/ First Responder Skills	1510	
C. Safety Training	55	
D. Use of Fire Extinguisher	20 & 200	
E. How to turn off electricity, water and gas	1510	
F. Psychological First Aid	10	
G. Other: _____		

(C) - MANDATORY CERTIFICATES* as per CBSE Affiliation norms (Upload photographs - each)

Sl. No.	Certificates	Date of Issue	Valid Till
	Fire safety certificate	30-09-2023	30-09-2024
	Building safety certificate	13-09-2024	12-09-2025
	Water and sanitation certificate	14-10-2024	13-10-2025

(D) - SCHOOL RESPONSE TEAMS

Sl.No	Particulars	Name of Team Leader (2024-25)	Members with Designation	Contact Details
1.	Child Rights Protection Cell / POCSO Committee (As per NCPCR)	Mr. Surender Kumar	1 Mrs. Pushkar Dass 2 Mr. Ashok Kumar 3 Mrs. Hemlata 4 Mrs Neeru - HM	9306767487 9137077090 8168378004 8168055785
2.	Evacuation Team/ School Disaster Management Committee/ Search & Rescue Team (As per NDMA Act)	Sh Santhosh Kana	1 Mr. Pradeep 3 Mr. T C Suthar 4 Mr. Pooja Rani 5 Mr. Amit Kumar	7906702232 9950890426 9817971117 9728905963
3.	First Aid & Medical Team	Mr. Vishwajeet Singh	1 Mr Tajinder Kaur 2Mrs. Sangita Devi 3 Mr Jitender 4.	9878781269 9910694450 9306701871
4.	Team for monitoring Implementation of facilities for Inclusive and equitable education, facilities for SEDG's (As per RPwD Act)	Mrs. Suman Bagga	1.Mrs.Neeru Verma 2 Mr. Anoop Singh 3 Mr. Ajay Kumar 4.Mr.Sunil Kumar	8168055785 8168116741 7015398648 9728465373

5.	Internal Complaint Committee (ICC) (As per directions of KVS HQ)	Ms.Manpreet Kaur	1 Mrs.Preety 2Mr Puskar Dass 3 Mr.Pradeep Kumar 4. Mrs.Neeru Verma	9466195538 9306767487 7906702232 8168055785
6.	Grievance Redressal Committee	Mr. Vishwajeet Singh	1. Mr. Vishwajit Singh 2. Mrs. Pinki Devi 3. Mr. Jagdev Singh 4. Mr Pinki PRT	9467239177 9813321608 6283040664 9034471703

2- ACADEMIC

(2.1)- ACHIEVEMENTS AS ON 31st March, 2024

(A) - Curricular Achievements

EXAMINATION (CBSE) (FOR LAST RESULT DECLAIRED BY CBSE)									
CLASSES	Enrollment	Appeared	Passed	Pass %	PI	% of students getting 90% and above marks	% of students scoring marks between 75%-89%	% of students scoring marks between 60%-74%	Name of position Holders
XII (Sc.)	52	52	52	100	63.08	3	18	31	I VIJAY SHANKAR_ II KRITIKA III_MANSHVI
XII (Comm.)	19	19	19	100	63.42	1	9	5	I_TWINKLE KAPOOR II_MUSKAN III_NIKHIL KAPOOR
XII (Hum.)	24	24	24	100	69.69	2	12	9	I_SHREYA TIWARI II_TAMANNA III_SUHANI
X	106	106	104	98.11	57.45	12	47	26	I_NAJAN VAIBHAV II_NAYAN SONI III_KASHISH
EXAMINATION (Home)									
XI (Sc.)	70	70	55	78.57	47.85	14	14	27	I_KHUSHI II_DIKSHA III_SHIVANSI
XI (Comm.)	29	29	27	93.1	57.76	NIL	13.7	55.1	I_YASH II_SARITA III_EISHIKA

XI (Hum.)	41	40	35	87.5	55	2.5	17.5	35	I_TANNU II_SHRISTI III_JYOTI
IX	146	144	128	88.85	57.10	5.5	27.7	23.6	I_SIMRAN-91 II_SURKSHA-90.4 III_DIKSHA-89

(B) THE LEARNING ATTAINMENT OF STUDENTS & TARGET

1) Foundational Stage

Class	Learning Attainment of Students for the year 2023 - 2024 (% of Students)					Target for the year 2024 - 2025 (% of Students)					Remarks
	A+ Grade	A Grade	B Grade	C Grade	D Grade	A+ Grade	A Grade	B Grade	C Grade	D Grade	
I	43(38.05)	65(57.52)	5(4.42)	-	-	40%	60%	-	-	-	
II	27(22.3)	73(60.33)	19(15.7)	1(0.82)	1(0.82)	25%	65%	10%	-	-	

2) Preparatory Stage

Class	Learning Attainment of Students for the year 2023 - 2024 (% of Students)						Target for the year 2024 - 2025 (% of Students)						Remarks
	90% and above	75%-89%	60%-74%	45%-59%	33%-44%	Below 33%	90% and above	75%-89%	60%-74%	45%-59%	33%-44%	Below 33%	
III	13(9.2)	66(46.8)	43(30.49)	19(13.47)	-	-	12%	50%	35%	3%	-	-	
IV	26(19.54)	58(43.6)	42(31.57)	7(5.26)	-	-	22%	45%	33%	-	-	--	
V	17(14.57)	55(47)	28(23.93)	17(14.52)	-	-	16%	50%	25%	9%			

3) Middle Stage

Class	Learning Attainment of Students for the year 2023 - 2024 (% of Students)						Target for the year 2024 - 2025 (% of Students)						Remarks
	90% and above	75%-89%	60%-74%	45%-59%	33%-44%	Below 33%	90% and above	75%-89%	60%-74%	45%-59%	33%-44%	Below 33%	
VI	9.38	40.4	24.82	15.6	4.9	4.9	20	45	15	15	5	-	

VII	11.87	42.51	28.34	13.38	1.5	3.9	20	45	15	15	5	-	
VIII	4.72	36.43	29.45	18.6	5.4	5.4	20	45	15	15	5	-	

4) Secondary Stage

Class	Learning Attainment of Students for the year 2023 - 2024 (% of Students)						Target for the year 2024 - 2025 (% of Students)						Remarks
	90% and above	75%-89%	60%-74%	45%-59%	33%-44%	Below 33%	90% and above	75%-89%	60%-74%	45%-59%	33%-44%	Below 33%	
IX	8	40	34	29	21	14	20	45	15	15	5	-	
X	12	47	26	20	1	-	20	50	25	5	-	-	
XI	2	21	49	44	1	22	20	45	15	15	5	-	
XII	6	39	45	5	-	-	20	50	25	5	-	-	

S No.	CLASS	% of Students who obtained 75% and above marks
1	XI-XII	39
2	IX- X	62.5
3	VI-VIII	51.25
4	III- V	60.10%
		% of Students who obtained grade "B" and above
5	I-II	I(100%) (113/113) II(98.34)(119/121)->I+II = 99.14%

LEARNING ATTAINMENT TEST (SAFAL)

Class	% of students obtained 75% and above
CLASS 3	61.90% - Result Awated
CLASS 5	24.54% - Result Awated
CLASS 8	- Result Awated

LEARNING ATTAINMENT TEST (ORF)

CLASS	SUBJECT	WCPM between 0 - 14	WCPM between 15 - 34	WCPM between 35 - 53	WCPM between 54 - 69	WCPM > = 70
3A	English/Hindi	3 & 4	4 & 4	17 & 13	6 & 7	14 & 16
3B	English/Hindi	7 & 6	7 & 4	2 & 11	6 & 4	25 & 22
3C	English/Hindi	1 & 3	3 & 1	12 & 13	15 & 11	14 & 17

C) QUALITY OF RESULTS

(i) EXAMINATION (Competitive)

Admission for professional courses	JEE Mains	JEE Advance	NEET	IISER/ NISER	CUCET	CLAT	NDA	OTHERS
No. of students Selected	3	0	-	-	08	2	02	-
Targets	10	4	8	-	5	5	--	-
Target for next session	15	8	10	2	20	10	10	

(ii) National Level Scholarship/ Talent Search Examinations

Name of the Scholarship / Examination			
No. of students Appeared	12		
No of students Selected			
Target for next session			

(D) - CO-CURRICULAR ACTIVITIES AS ON 31st MARCH 2024**a) Achievements in Sports* (Upload certificates of position holders)**

NUMBER OF PARTICIPANTS			NUMBER OF POSITION HOLDER		
Regional level	National Level	SGFI/ Associations/ Federation/ KHELO INDIA (Open)	Regional level	National Level	SGFI/ Associations/ Federation/ KHELO INDIA (Open)
158	36	10	104	28	08

b) School level and cluster level participation (Total 10 points)

Event	Number of events organized /inter house competitions	Percentage of Participants achieving benchmark	No of position holders
School level	HandBall, VolleyBall, Athletics, Kabbadi	75	
Cluster level			

c) Participation in other competitions* (Upload certificates of position holders)

Event	Number of events the school participated	Number of Participants	No of position holders
District level	Boxing & Archery	12	10
State level	Boxing & Archery	10	06
Others	REC National Boxing	8	03

d) Health Checkup and Maintenance of Physical Health Profile (twice in a year)

	Status of Health checkup and follow up (% of completion)	Status of maintenance of Health card (% of completion)
Primary	100%	100%
Secondary	100%	100%

e) EBSB / KALA UTSAV ACTIVITIES* (Upload certificates of position holders)

NUMBER OF PARTICIPANTS				NUMBER OF POSITION HOLDERS			
School level	Cluster Level	Regional level	National Level	School level	Cluster Level	Regional level	National Level
113	40	15	01	40	15	01	01

f) SCIENCE ACTIVITIES AND ACHIEVEMENTS * (Upload certificates of position holders)

AREA	NUMBER OF PARTICIPANTS			NUMBER OF POSITION HOLDER		
	Regional Level	KVS National	National Level	Regional Level	KVS National	National Level
National Children Science Congress	06	00	0	0	0	0
Rashtriya Bal Vaigyanik Puraskar	07	0	0	0	0	0
INSPIRE AWARD Manak	05	0	0	0	0	0
Maths Olympiad (RMO/INMO/NMO)	20	0	0	0	0	0
YUVIKA	0	0	0	0	0	0
PRAYAAS	0	0	0	0	0	0
VIGYAN JYOTI	0	0	0	0	0	0

Others	178	4	0	0	0	0
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g) Action taken by the school to promote scientific temper

Sl. No	Name of the activity (Activities performed under introduction of AI and other subjects as skill subject in Class VIII/maintenance of ATL lab and activities under it/Celebration of National Science Day etc)	Percentage of students participated 73
	National and International Activity if Any	
	Skill Education	Workshop Conducted

h) BHARAT SCOUT & GUIDE ACHIEVEMENTS* (Upload certificates of qualifiers)

Sl. No	Number of participants appeared for given stage(level)			Number of participants qualified in the stage (certificate awarded)		
	Rashtrapati Purashkar/Golden Arrow	Rajya Purashkar/Chaturth Charan	Tritiya Sopan/Tritiya Charan	Rashtrapati Purashkar/Golden Arrow	Rajya Purashkar/Chaturth Charan	Tritiya Sopan/Tritiya Charan
Scout & Guides	Yet to be conducted	04	05		4	5
Cub & Bulbul	3	0	0	3	0	0

i) TARUNOTSAV

S.NO	Name of the activity	No. of students trained	Remarkable achievements if any
1	Guidance & Counseling	31	
2	Art Education	43	

(E) -OTHER REMARKABLE ACHIEVEMENTS (In 100 words)

KV Hisar has performed extremely well in field of Games & Sports. In Khelo India Talent Hunt event also in Boxing Girls Vidyaylaya girls won 2 Silver Khushi Vanshika Yadav and 1 Bronze medal Sakshi Overall 10 students have been selected for SGFI School Games Federation of India which is a big number when compared to other Kendriya Vidyalayas .In SGFI also Niharika Chahal won 3 Silver medals and 2 Bronze medals 3 Girls Boxing Deeksha Rani Khushi Sneha won bronze medal each .

(F) -Status of Foreign & Regional Language:

S.NO	NAME OF THE LANGUAGE	NO. OF STUDENTS ENROLLED FOR THE LANGUAGE													
		VI	% of students	VII	% of students	VIII	% of students	IX	% of students	X	No of students certified	XI	% of students	XII	No of students certified

(2.2)- PLANNING FOR THE YEAR (2024-25)

(A) -Strategic goals and plan for expected improvement of quality & quantity of result for 2024-25

Class	Enrollment		Pass %		PI		Strategies / Plan of Action	Remarks
			Achieved (2023-24)	Target (2024-25)	Achieved (2023-24)	Target (2024-25)		
	Previous Session (2023-24)	Current Session (2024-25)	Previous Session	Current Session	Previous Session	Current Session		
XII (Sc.)	52	52	100	100	63.08	75	Identification of learning gaps from the very beginning of the academic session. Early identification - diagnose the difficulties as soon as possible. Set goals and time - set the objective that students should achieve at the end of added time frame.	
XII (Comm.)	19	25	100	100	63.42	75		
XII (Hum.)	24	33	100	100	69.96	75		
X	106	129	98.11	100	57.45	75		
XI (Sc.)	70	61	78.57	100	47.85	70		
XI (Comm.)	29	25	93.1	100	57.76	70		
XI (Hum.)	41	37	87.5	100	55	70		
IX	146	126	88.89	100	57.10	70		

(B) -Vidyalaya level workshops to be planned for all teachers (Including online workshops):

Short duration workshops to be organized at Vidyalaya level	Strategies	Target	Expected Achievement	Remarks
Content enrichment through Demonstration/Meeting/ seminars in concerned subjects	Model lesson during monthly meetings and addressing concerns through subject committee meetings	To empower every teacher with latest content to facilitate day to day teaching.	Every Teacher should be content enriched with latest & innovative teaching practice in relevant	
21st century Skills	Workshops to be organized under PM SHRI .	To develop students equipped with 21 st century skills.	Students will be equipped with 21 st century skills.	
Life Skills/Adolescent Education programme/Gender sensitization	Sensitisation by Vidyalaya AEP team	To ensure healthy development of Adolescents.	Holistic & healthy development of teens,checked risk behavior.	
Pedagogical practices-experiential learning/socio emotional learning, sports/arts integration/Multidisciplinary Approach/CBE/Digital pedagogy and blended learning	After attending regional level workshop, concern teacher will provide inhouse training to all teachers at Vidyalaya	To achieve targets prescribed by NEP-2020 aligned with Pedagogical practices.	Vision & Mission of NEP-2020 will be achieved.	

Safety, Rights and security of children/POCSO Act/RTE Act	Training session by Principal & VP.	To ensure safe & secure environment for students.	Children will feel safe & secure in a joyful environment.	
Inclusive and Equitable Education	Training session by Special Educator.	To ensure justice to all sorts of students.	All children will be in main stream .	
Workshop for planning the TLM/Activity and graded assignments/Question Bank	On every Saturday for primary classes	TLM/Activity and graded assignments /question bank are being prepared well before the actual teaching taking place	TLM/Activity and graded assignments /question bank are being prepared well before the actual teaching taking place	
To familiarize teachers with the spirit and content of NCF and Recommendations of NEP	Training session by Principal & VP.	To achieve targets prescribed by NEP-2020 aligned with Pedagogical practices.	Vision & Mission of NEP-2020 will be achieved.	
To familiarize teachers with the curriculum documents and support material brought out by CBSE	Training session by Principal & VP & CBSE Incharge.	To empower teaching learning practices in Vidyalaya.	Teachers will teach students	
To familiarize teachers with the curriculum documents and support material brought out by NCERT Like Learning Outcomes & Exemplar	Training session by Principal & VP.	To achieve targets prescribed by NEP-2020 aligned with Pedagogical practices.	Vision & Mission of NEP-2020 will be achieved.	

Induction program for newly recruited staff member at Vidyalaya level	Training session by experienced teachers.	To empower teaching learning practices in Vidyalaya.	Newly recruited teachers will be empowered as per requirement of KVS.	
Any other training				

(i) Workshops for capacity building

Name of the Workshop	Name of teacher	Designation / Subject	Area of concern	Strategies

(ii) Teachers' Achievements* (Upload relevant documents)

Name of the Teacher	Achievements
Mrs.Ruchika Nain	Special Recognition by Aurobindo Society.

(iii) Expected Co-curricular activities for 2024-25 (Current Session):

Activities	Planned Targets/ Date of completion	Actual Date of Completion	Remarks/ Shortfall (if any)
Investiture ceremony	25/04/2023	27/09/2024(Sec) 20/04/2024-(Primary)	NA
Finalization of CCA schedule	05/04/2023	Completed Timely.	
Value Education Programme/Awakened Citizen Programme	4 PERIOD PER MONTH(16 MODULES EACH FOR CLASS FOR 7 TH AND 8TH	COMPLETED BY FEB 2024	
School Annual Day/ Sports Day	20/11/2024	-	
Educational Excursions	To be done from Nov to Feb under PM Shri Scheme.	-	
Adventure Activities	Marathon in Sept month.	29-Sept-2024	
Health Checkup of Students	November month	-	
National Adolescence Education Programme	Through out the session	Being done Regularly.	
Library Week	12-Nov- to - 20-Nov	-	
Book Fair	September Month	17-Sept-2024	
EBSB /KALA UTSAV	As per KVS calendar	Completed as per guidelines.	
Art Exhibition	19-Sept-2024	19-Sept-2024	
Bal Mela (Under NIPUN)	19/11/2024	-	
Club Activities- Eco Club, Democracy Club,	Every Qtr Ending	30/06/2023	

Standard Club etc.			
RBVP	As per KVS calendar	-	
National Children Science Congress	As per KVS calendar	-	
Publication of Vidyalaya Patrika	Quarterly e-Magazine under PM Shri Scheme.	-	
News Letter	31/08/2023	30/09/2023	
Scout & Guide Activities:			
1. Pratham Sopan Test	As per KVS Calendar		
2. Dwitiya Sopan Test	As per KVS Calendar	03/04-OCTOBER-2024	
Cub & Bulbul Activities:			
1. Prathama Charan	As per KVS Calendar		
2. Dwitiya Charan	As per KVS Calendar		
3. Tritiya Charan	As per KVS Calendar		
Any Other			
Tritiya Sopan Test	As per KVS Calendar	26-OCT-2024 to 28-OCT.	

(v) COMPENSATION OF ACADEMIC LOSS PROGRAMME (CALP)

S.No	Class	No. Of Programmes organized	Activities Planned
1	ALL CLASSES	THROUGHOUT THE YEAR AS PER NEED	

(vi) PUSTAKOPAHAR

No of Books Gifted by the students	No of Books taken by students
680	520

(vii) NCC

Wing (Army/Navy/ Airforce)	No. of Troops	No of Students
Vidyalaya has applied for Boys NCC this year		

(viii) NSS

Teacher Head	No of Students
--	

(ix) SCHOOL BAND Type of School Band

School Band	
Teacher Head	No. of Students Trained
Mrs.Sangeeta Devi	Yet to be done(in planning to be implemented soon)

(x) ACTIVITIES PLANNED/TARGET FOR NATIONAL/REGIONAL/CLUSTER LEVER PARTICIPATION 2024-25

Activities	Percentage of participants at school Level	No. of students targeted for selection to higher level		
		Cluster	Regional	National
Maths Olympiad	40	-	12	-
National Children Science Congress	20	As per KVS guidelines	As per KVS guidelines	
RBVP	20	As per KVS guidelines	As per KVS guidelines	
INSPIRE AWARD-Manak	35			05
YUVIKA	21	As per KVS guidelines	As per KVS guidelines	
PRAYAAS	As per KVS guidelines	As per KVS guidelines	As per KVS guidelines	
VIGYAN JYOTI	-	-	-	
JIGYASA	Students visited CSIR CEERI,PILANI			
EBSB & Kala Utsav	45	40 planned,actual participation 36	20 planned,actual participation 12	05 planned
Youth Parliament	-	-	-	-
Games & Sports:				
Name of the Event	Number of participants at school Level	No. of students targeted for selection to cluster level	No. of students targeted for selection to Regional level	No. of students targeted for selection to National level
Khelo India Northern National Open Boxing Championship	150	100	80	60
Scout & Guides	Pravesh :	Golden Arrow : 05 Target	Rajya Puraskar : 02Scout & 1 Guide	Rashtrapati Puraskar : 02 eligible
OTHERS (Mention any sports, cultural, science, international event etc outside KVS) (Science Olympiad, Cyber Olympiad,	Percentage of participants at school Level	Percentage of participants at _____ Level(Fill the appropriate level)	Percentage of participants at _____ Level(Fill the appropriate level)	Percentage of participants at _____ Level(Fill the appropriate level)

Green Olympiad, IGBC Green building contest etc)				
District Boxing Championship		08 participation,5 Medals		
District Handball		01 participation,1 Medals		
State Boxing Championship			02 Medals	
REC National Championship				02 Medals

3- ADMINISTRATION & FINANCE

S No	Activity/Programme	Planned achievement targets	Expected date of completion	Actual Date of Completion / Actual achievements/ Status Report
1	Maintenance of Records	Routine Repairs	30/09/2024	30/09/2024
1.1	Service Books with entries like service verification, leave entries, EWS, increments ,GPF nomination etc.	Time to time completion	Time to Time	
1.2	No of cases pending i) Probation Reports ii) Confirmation Cases iii) Senior/Selection Cases iv) Leave in conjunction with vacation & Breaks	Nil		
1.3	Staff attendance Register with Leave entries	Maitained		
1.4	Staff Sanction Proposals for upgradation/ Additional Section Etc.(As per CCEA Approval 2 Section KVs)	Sent as per KVS instructions		
1.5	Antecedent verification & Police verification of all employees posted in the vidyalaya	Done		

1.6	Verification of Caste Certificates	Done		
2	Selection of staff for contractual appointments	Done		05-Mar-2024
3	Vidyalaya Management Committee/ Vidyalaya Executive Committee Meetings	Quarterly		
4	CBSE Affiliation	Renewed on 24-july-2023	Period of affiliation 01-04-2024-31-03-2029	
5.1	Class Attendance Register and data of Fee collection	On regular basis		
5.2	Students Admission & TC issue register	Maintained		
5.3	Status of Grants/Scholarships for eligible students (SC/ST/OBC(NCL)/OBC/) etc.	As per KVS guidelines		
6	Construction Works:			
	i) Maintenance & Repairs	Special repair work of windows replacement	July-2024	Sept-2024
	ii) Development work			
	iii) Colouring/White washing of school building and staff quarters, etc.	Planned in Nov / Dec - 2024	Dec-2024	
	iv) Proposal for additional class room	-	-	-
7	Transfer of land/execution of lease deed etc. if required	-	-	-
8	Annual stock verification/ condemnation & Disposal of condemnation Article	Done As per KVS Schedule		
	i) Disposal of e-waste through District e-waste proposal and auction of Condemned articles	Condemnation of electronic items planned for FEB-2025	FEB-2025	
9	Preparation of Vidyalaya Asset Register/ Maintenance of Stock Register	All stock registers maintained by stock-holders		
10	Financial Management			
	i) Budget proposals	Submitted to KVS RO Gurugram as per instructions.		
	ii) Revised Estimates	Submitted to KVS RO Gurugram as per instructions.		
	iii) Rectification if any			

11	Rajbhasha Implementation * (Upload Rajbhasha reopors in single file)		
	Activity	Status	Remarks
	Timahi Meetings	Being done on regular basis	
	Installation of Bilingual Sign Boards	Yes	
	Installation of Achievement Boards (Bilingual)	Yes	
	Installation of Incumbency Boards (Bilingual)	Yes	
	Availability of bilingual rubber stamps	Yes	
	Report sent to RO for all Meetings	Yes	
	Reports Sent to TOLIC/ Official Language Site	Yes	

12. Correspondence in Hindi

Target for the year 2024-25 in %	Achievement in %
100	100

13. Audit of school accounts

Activity/Programme	Total Paras Pending at the beginning of the year	Expected Date of Settlement	Actual No. of Paras Settled	Remarks
Audit Paras	22	FEB-2024	-	-
(A) Internal Audit Para				
(B) A G Audit Para	03	FEB-2024	-	-

14. Disposal of Court cases/RTI queries

No. of Cases/queries	Subject of litigation/query	Current Status	Remarks
01 Court case	Caterer Vs KVS	Hearings going on	na

4- BENEFICIARY SATISFACTION (COMMUNITY PARTICIPATION)

(A) - FOR STUDENTS

Student Council Meetings (Meetings to be conducted before staff meeting for the month) *(Upload Photographs and minutes of meeting

SI No	Date of Meeting	Main points discussed	Follow up/Action taken
1	31-Aug-24	Celebration of Teacher's Day	Implemented

(B) - FOR TEACHERS

SI No	Opportunities for teachers to voice out concerns/Committees to redress teachers' grievances	No of meetings	Main points discussed	Follow up/Action Taken
1	Staff Meetings	10	Senior scale EL in lieu of extra classes	Proposals sent Entered in Service book.
2	ICC			

(C) - FOR PARENTS

Is visiting hour specified for parents?

Whether suggestion/complaint /Gratitude box maintained? Give details

Whether separate mail id is maintained for taking parents' suggestions/complaints?

Number of PTMs conducted

Sl.No	Type of meeting	Details of Meeting [Specify classes, date of meeting, purpose etc]	Action Taken/Remarks
	Class PTM	For all classes after completion of tests and exams. For class X & XII every month after monthly tests.	Parents were made aware of their wards progress and needs.
	PTA		
	Parent Advocacy programmes	Meeting to make parents aware of Pm SHRI Scheme done last year in Nov month. This year planned for DEC-2024.	
	Parent awareness meetings	Class-1 parents meeting for making them aware of vidyalaya , class-1 activities etc(09-MAY-2024 , Vidya-Pravesh).	One to One interaction with each parent also done.
	Any other	Meeting of Parents of sports achievers chaired by VMC Chairman.	Felicitation of Achievers & Motivation to parents.

(D) - FOR COMMUNITY

Sl. No	Programme Organised	Date of conduct	Target group	Brief description
	Skill hub			
	ATL outreach programmes	Planned to be conducted on National Science Day(28-FEB-2025).	Near by State Govt Schools.	Science Activities.

(E) - Plan to encourage Community & Social Services by the students

Program/ Campaign	Objective of Program/ Campaign	Target Area/ Population	Resources required
Cleanliness Rally	To create awareness about importance of cleanliness.	Military Station Hisar	

(F) - Plan for Sharing facilities/ resources with less developed school

Program/ Campaign	Objective of Program/ Campaign	Target schools	Resources required
Art Competition (Pariksha Pe Charcha)	Resource sharing and creativity development.	State Govt. Schools	
Coaching in Boxing by Vidyalaya PET & Coach.	Facilitate sports culture .	Any Student from any school	Boxing gloves,Face-Mask,Punching Bags,Boxing-Ring.

(G) -ALUMNI * (Upload photograph of activities)

- **Outstanding Alumni** (Alumni who has recognition at local/state/National/International level in different fields-Cultural, Technical, scientific, medicine, political, administrative etc) – only prominent members restricted to only 10

(iii) ALUMNI

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

Name of Alumni	From	To	Field of working	Designation
ANJU	1981	1993	KV KARANL	MARK. MANAGER
AMJUM	1981	1987	TERRY	SENIOR LOGISTIC EXECUTIVE
ASHISH	1981	1993	MEDICAL PHARMA	DIRECTOR
ANAND	1981	1984	TEXTILE	COORDINATOR
AVINASH	1981	1994	SURGICAL	SR. PRODUCER
SOHAL	1982	1984	INOVATION CO.	ASST. PROFESSOR
CHARAN	1980	1984	SINGAPORE	MEDICAL DIRECTOR
DEEP SINGH	1982	1992	CONQUEST	BDM NORTH
VIKAS ARYA	1980	2006	MANAGEMENT	ZONAL ACADEMIC MANAGER
NARENDER	1994	2003	SERVICE	JR. ENG(B TECH)
MOR	1991	1999	CHANDIGARH	ELECTRIC ENGG.
SANJAY	1987	2006	GOLBAL INFRA	TGT SO. ST
AGGARWAL	1994	2008	CON.	PGT PHYSICS
DR. MEETA	1996	2002	INDIAN BOXING	MECHENICAL ENGG.
SINGH	1990	2006	FEDRATION	ASST. MANAGER
MANISH	1994	2002	INDIAN OLYMPIC	SOLUTION DEVELOPER
MISTRI	1990	2007	ASSOCIATION	SR. PRODUCTION ENGG.
ARUN	1995	2007	DELHI IRRIGATION	TGT SCIENCE

- Whether alumni association is constituted? Yes
- Number of Activities Organized (2024 - 2025):
- Number of Classes/ Sessions taken by Alumni (2024 - 2025):To be done.
- Activities Planned under Alumni (2024 - 2025): Motivation session by successful alumni
- Any other contribution by Alumni in the Vidyalaya:

(H) - EFFICIENT RESOURCING AND EFFECTIVE GOVERNANCE THROUGH SCHOOL COMPLEXES/CLUSTERS

S No	Area	Activity Planned	Achievement
1	Sharing of Teachers/Resources/Contribution to cluster		
2	Academic/Sports/arts/crafts events	Coaching in Boxing,Painting competition	
3	Improved support for children with special needs		
4	School as "Samajik Chetna Kendra"	Awareness programs	

(I) - Activities under Vidyanjali

Type of contribution done by volunteer	Name and other details of the volunteer	Details of contribution done (services/activities/sponsorship/assets/material/equipment/M&R work done)
Contribution in Generic Level services/ activities		
Contribution in Sponsorship activities		
Contribution of assets/material/equipment		

5- INCLUSIVE PRACTICES

(A) Detail of Admission

Category	No of application received (2024-2025)	No of admissions granted	Admissions to (Specify class)	REMARKS
RTE	253	30	Class - 1	
DA (CWSN)	NIL	NIL	NIL	
MINORITIES				

(B) - Facilities offered for CWSN* (upload photograph(s) - one of each)

Type of facility	Description	Whether functional?	Whether adequate?	Remarks
Ramp to the ground floor	07	YES	YES	
Ramp to the first floor				RIC asked from MES
Wheel chair	01	Yes	Yes	
Sign board	Yes			
Wash rooms	06	Yes	Yes	
Furniture				
Sports facilities offered	Yes			
Academic resources offered	Yes, Special Educator available.			

Any other support offered	Moral support & counseling.			
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(C) - Whether special educator is appointed / engaged? YES

(D) - Whether different assessment strategies are devised for CWSN cases as per the requirement?

(E) - Details of awareness programs and programs for empowerment done.

Sl No	In house awareness programs conducted for empowerment of :	Brief description	Follow up/Remarks
	Teachers	Under 50 Hours CPD inhouse training programs on last working day of the month & other days as per requirements.	
	Parents	Done regularly in PTM.	
	Students	Regularly as an integral part of curriculum(Morning Assembly,Class room teaching,Special Celebrations)	

SUMMARY

Sl.No.	CBSE SQAA		KVS ASSESSMENT TOOL	
	DOMAIN	WEIGHTAGE	DOMAIN	WEIGHTAGE
1.	SCHOLASTIC PROCESSES	25%	SCHOOL PLANT	20 %
2.	COSCHOLASTIC PROCESSES	15%	ACADEMIC	40 %
3.	INFRASTRUCTURE	10%	SCHOOL ADMINISTRATION, MANAGEMENT & GOVERNANCE, LEADERSHIP	6.5 %
4.	HUMAN RESOURCES	10%	FINANCE	4.5 %
5.	INCLUSIVE PRACTICES	10%	STAKEHOLDER SATISFACTION AND AUDIT/ ACTIVITIES ORGANISED UNDER COMMUNITY PARTICIPATION	10 %
6.	MANAGEMENT AND GOVERNANCE	10%	INCLUSIVE PRACTICES	10 %
7.	LEADERSHIP	10%	GRACE POINTS	8%
8.	BENEFICIARY SATISFACTION	10%	OVER ALL OBSERVATION BY AC/DC IN THE LIGHT OF THE CONSTRAINTS FACED BY THE VIDYALAYA	1%

[Links for uploading documents through Google drive](#)

1. Affiliation No. (Upload affiliation Letter issued by CBSE)
2. Name of The Chairman*(Upload list of VMC Members approved by KVS RO)
3. Staff Sanctioned* (Upload staff sanction letter from KVS)
4. Achievements in Sports* (Upload certificates of position holders)
5. Participation in other competitions* (Upload certificates of position holders)

6. EBSB / KALA UTSAV ACTIVITIES/(Upload certificates of position holders)
7. Science Activities and Achievements * (Upload certificates of position holders)
8. Bharat Scout & Guide Achievements*(Upload certificates of qualifiers)
9. Building Plan:*(Upload photographs -one each)
10. Assets (Music) (Upload photographs -max. two)
11. Medical Room Facilities *(Upload photographs -max. two)
12. Suggestion Box/Student gratitude Box* (Upload photographs max. two)
13. Safety Plan* (Upload photographs -one of each)
14. Emergency Supplies/ Facilities* (Upload photographs -one of each)
15. School Staff Training/Mass Drill:*(Upload photographs -one of each)
16. Mandatory Certificates* (Upload photographs - each)
17. Teachers' Achievements* (Upload relevant documents)
18. Rajbhasha Implementation * (Upload Rajbhasha reports in single file)
19. Alumni * (Upload photograph of activities)
20. Facilities offered for CWSN* (upload photograph(s) - one of each)
21. Student Council Meetings *(Upload Photographs and minutes of meetings)
22. Any other Document(s)