



**THE VIDYALAYA PLAN 2010-11**  
**KENDRIYA VIDYALAYA**

S. No	Activity/Programme	Status	Planned achievement targets	Expected date/time of completion	Actual date of completion	Key Result Areas/ Programme of action(wherever required)	Remarks
<b>A</b>	<b>SCHOOL PLANT</b>						
<b>1</b>	New works	Classes are running in pucca permanent building	To add another 06 additional classrooms. Line plan submitted to KVS (HQ) New Delhi for sanction	As and when KVS Sanctions	After the approval 6 or 12 months will be required	Sanctions awaited	----
<b>2</b>	Maintenance & Repair	-----	-----	-----	-----	-----	-----
<b>3</b>	Daily up keep	<ul style="list-style-type: none"> <li>• Clean and Well maintained</li> <li>• Toilets are sufficient</li> <li>• Aqua guards are installed in all the 3 floors</li> </ul>	To maintain the Vidyalaya environment in the most befitting manner Daily upkeeping to be well maintained	Daily	Daily	Maintenance of good and healthy environment in the Vidyalaya Campus.	Teachers were allotted daily duties.
<b>4</b>	Annual maintenance of school building and the staff quarters.	Painting & White washing of the building was done in 2006-07 and for Staff qtrs. Internal painting was done in 2007-08 and external painting was done in 2008-09. Well maintained	Painting of the entire Vidyalaya building.  Annual Maintenance of the staff quarters.	May/June 2010.  August/Sept. 2010	25-June-2010  30-Sept 2010	Maintenance of the assets of Vidyalaya and its staff quarters.	
<b>5</b>	Creation of additional resources	Line plan submitted to KVS (HQ) New Delhi for 06 additional class rooms	Construction of additional 06 class rooms	As and when KVS Sanctions	After the approval 6 or 12 months will be required	Sanctions awaited	----
<b>6</b>	Vidyalaya Garden	Well maintained.	To maintain the beauty of the garden by procuring different varieties of ornamental plants.	Before August 2010	31-08-2010	Upkeep and face lifting of the garden and the campus.	-----
<b>7</b>	Repairs of old furniture	Assessment done for repair of defective ones	Will be repaired after initiating the KVS procedures.	Before October 2010	30-10-2010	Same can be further utilized.	---

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8	Programme for Labs (Maths/Jr Sci./Phy/Chem/Bio/Computer /Primary Resource room/Activity room) Lib/ Depts.	Department wise meeting was conducted for development of the same.	Procurement of various lab materials and Well-Maintenance of labs, Resource room, activity room, library depts.	Before July 2010	15-07-2010	Improvement of existing infrastructure of the various dept.	----
9	Condemnation of unserviceable items.(Department wise)	Department wise stock verification was done by 31-04-2010 and report has been submitted.	To be condemned all unserviceable items of the various departments following the KVS procedures.	Before Dec 2010	30-12-2010	All unserviceable items will be disposed off.	
9	Development of playground/Indoor Play activities.	Sketch and plan for the basket ball court submitted to KVS Kabbadi court estimate submitted KVS RO, BGR	Development works to start on approval of the KVS authorities	As and when approved	After the approval 1 or 2 months will be required	Approval awaited	
10	Any other programme.	--	--	--			
	<b>Procurement</b>						
1	Procurement of new furniture	New furniture is required for Labs/ class rooms / staff room/ offices.	To be notified, by calling for quotation	Oct.2010/ Feb 2011	30 Oct 2010 and 28 Feb 2011	New Furniture will be procured for labs / staff room/ offices.	
2	Computers	51 computer within the Vidyalaya	Another five computers will be procured following KVS procedures	Sept.2010/ March 2011	30 Sept 2010 and 31 March 2011	New Computers will be added to ICT facilities	
3	Internet connection	Upto 2 Mpbs form BSNL	Further Up gradation as per KVS instructions	As per instruction	As per instruction	Higher speed for inter connectivity	
4	Water coolers	Yet to be procured	Some more water coolers will be procured following KVS procedures	Sept.2010/ March 2011	30 -9-2010 & 31-03-2011	Better hygiene can maintain	
5	Water purifiers	Aqua guards are installed in all 3 floors	Some more water purifiers will be procured following KVS procedures	Sept.2010/ March 2011	30 -9-2010 & 31-03-2011	Better hygiene can maintain	

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6	Games/ Sports/ Equipments	New equipments required for various games	To be notified, by calling for quotation	Sept.2010/ March 2011	30-09-2010 and 31 March 2011	New equipments will be procured for the department.	
7	Musical instruments	Sufficient as of now.	Some more items will be procured following the KVS procedures	Sept.2010/ March 2011	30-09-2010 & 31-03-2011	New instruments will be procured for the department	
8	Audio-visual aids	Sufficient as of now.	Some more items will be procured following the KVS procedures	Sept.2010/ March 2011	30-09-2010 & 31-03-2011	New aids will be procured for the department	
9	Lab equipment	Sufficient as of now.	Some more items will be procured following the KVS procedures	Sept.2010/ March 2011	30-09- 2010 & 31-03-2011	New equipments will be procured for the department	
10	Library purchases	Sufficient as of now.	Books to be procured as per the need of the Vidyalaya Books required to be purchased throughout year	As far as before Dec. 2010	30-12-2010	Library facilities will be further enhanced	
11	Any other						
<b>B</b>	<b>ACADEMICS</b>						
1	Checking of written work of all the classes/periodicity	Regular	As per Time Table to be given in April 2010. To achieve better result through close supervision.	31-03-2011	31-03-2011	To be maintained regularly	
2	Checking of the teacher's Diaries/periodicity	Month-wise	Monthly & Periodically	01-03-2011	01-03-2011	Effective monitoring of the academic activities	
3	Classroom supervision	Daily	As per Time Table to be given in April 2010. To achieve better result through daily supervision.	31-03-2011	31-03-2011	Effective monitoring of academic activities	
4	In- house teacher training programmes	Organised during subject committee meetings	To be held regularly on the last working day of the month or any other suitable date in that month	As per date fixed in consultation with teachers	As per date fixed in consultation with teachers	Ensuring effectiveness of teaching by sharing teaching and learning skills	

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5	Identification of the weak/bright students	To be planned after effective evaluation by the subject teachers	To bring low achievers to the expected standard after effective evaluation by the subject teachers Staff to be requested for additional assistance. To bring out their potentials.	By 1 <sup>st</sup> Week Of July 2010	By 1 <sup>st</sup> Week Of July 2010	Zero failure targets can be achieved. Quality of results will be enhanced	
6	Remedial Measures	After the identification	Regular coaching to be conducted from July onwards following the remedial timetable	By Feb 2011	By last week of Feb 2011	Zero failure targets can be achieved.	
7	Special coaching after school hours	Organised for Class X and XII and for low achievers of 2009-10 batch	Need based coaching classes to be vigorously taken up after identification of the low as well as high achievers.	By Feb 2011	By last week of Feb 2011	Zero failure targets can be achieved. Quality of results will be enhanced	
8	Study camps	Organised for Class X and XII of 2009-10 batch	To be organized after ascertaining the quality of 1 <sup>st</sup> Pre- board results.	By Jan 2011	By last week of Jan 2011	Zero failure targets can be achieved with high PI.	
9	Academic Innovations/ Experiments	ICT project for National Science was selected from the Vidyalaya during 2009-10	To achieve higher credits for the Vidyalaya. Regular experiments and innovations across students to be motivated and taken up	Before 30-11-2010	Before 30-11-2010	For mass achievement of credits in various fields of life.	
10	Spoken English Classes	Panel prepared after interview.	To follow the KVS syllabus for development of spoken English in students vigorously	28-02-11	28-02-11	Students of the Vidyalaya to inculcate effective Spoken English.	
11	Performance Analysis	Internal exam result analysis of the academic year 2009-10 already sent.	External CBSE result analysis to be sent as and when CBSE results are declared. To develop further academic transactions at the Vidyalaya level	By June 2010	Based on CBSE Results		

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12	CMP Initiatives	Maintained kept properly and followed as specified by the KVS	<ul style="list-style-type: none"> <li>Class Libraries to be modified</li> <li>Game/ Reading cards to be utilized</li> <li>Film Show to be regularly shown</li> <li>TLM to be procured on need basis</li> <li>Grand Parents' day to be celebrated</li> </ul>	Sept.2010 Daily Regularly Before 1 <sup>st</sup> week of month	Sept.2010 Daily Regularly Before 1 <sup>st</sup> week of every month	Improvement of reading skills. Creativity and imagination of child developed. Effective learning of concepts through TLM	
13	Innovation & Experimentation by Teachers	Submitted for 2009 awards by 02 teachers  Taken up regularly by teacher's interest	Projects to be submitted as per the schedule sent by KVS RO  Further motivation of the teachers to work through innovation and experimentation	As per KVS Schedule	As per KVS Schedule	To enhance the learning and teaching skills.	
14	Teacher Student Exchange Programme	JENESYS application has been already sent and one student has been selected.	As per the KVS instructions programmes will be taken up.	As per KVS Schedule	As per KVS Schedule	To learn multi ethnic culture	
15	Inspection reports & follow up	Duly followed by the Vidyalaya as per the schedules	Outstanding report by the inspection committee to be attained.	By July/August 2010	31-08-2010	Better development of the Vidyalaya in all respects.	
<b>C</b>	<b>PERSONALITY DEVELOPMENT PROGRAMMES</b>						
1	Club activities/House activities	Already started as per the CCA calendar for the year 2010-11 for house activities. Club activities During Zero periods	To inculcate creativity, observation and higher skills through various CCA & club activities.	By Dec 2010	30-12-2010	Better all round development of the students through CCA and club activities	
2	Publication of Vidyalaya Patrika	Vidyalaya Patrika will be released on annual day on 30-04-2010	To prepare the manuscript and print the Next academic year Patrika	Before March 2011	30-03- 2011	Creativity will be developed on various fields for the students and teachers on publication	

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3	Publication of News Letters Vidyalaya & CMP	Newsletter already published	To plan and print the newsletter for the Next academic year	Before October 2011	Before October 2011	Reflection of TAL activities.	
4	Organizing Annual Day/Sports Day	Sports Day already organized and Annual day is on 30-04-2010	Effective curricular programmes to be exhibited	During April 2011 Before Nov 2010	During April 2011 Before Nov 2010	Recognizing the work done by the students during the academic year	
5	Games/Sports/ coaching by outside Experts/agencies	Sports coach for Kho-Kho already in place	To develop the sporting skills and to bring laurels to the Vidyalaya through its students. To maintain the Vidyalaya status at national level	By Feb 2011	By Feb 2011	To be able maintain the Vidyalaya status at national level	
6	Vocational art/crafts training by outside agencies	Was organized twice	To organize similar activities	By Dec 2010	30-12-2010	To inculcate multi-dimensional skill base learning	
7	Communication of Calender activities to parents	Communicated through Students Diary as well as through website	To maintain transparency about all Vidyalaya activities	April 2010	30-4-2010	Achieved the cause	
8	Communication to parents of students progress in writing	Through PTA meetings, students diary and individual letters.	To enable the students to achieve better result	March 2011	31-03-2011	Constant monitoring can help to achieve good results	
7	Scouts and Guides Programmes	Taken up as per KVS guidelines.	As per the KVS and S&G guidelines	Throughout the year	Throughout the year	Active involvement for the movement	
8	Environmental Awareness programme	Regularly conducted, Earth day celebrated on 22-04-2010	To cause awareness and concern for the environment	Throughout the year	Throughout the year	Active involvement for the cause	
9	Value education programme	Regularly conducted	To maintain the good values among the Vidyalaya community	Throughout the year	Throughout the year	Good values can be inculcated	
10	Adventure Programme	As per KVS guidelines	To maintain good physical outlook	Throughout the year	Throughout the year	Life skills can be inculcated	
11	Educational Excursions	Conducted for 2009-10	To ascertain education places and to conduct the Vidyalaya tour.	Before Nov 2010	Before Nov 2010	Various skills can be developed	

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12	Guidance and counseling Programmes	Conducted along with SWRWWO	To be taken up regularly	Throughout the year	Throughout the year	Development of the students	
13	Health check up of students	Conducted Twice in session 2009-10	To conduct twice in the current session	Aug 2010 Jan 2011	Aug 2010 Jan 2011	Maintenance of good health and hygiene	
14	Talks by experts	Conducted along with SWRWWO	To be taken up regularly	Throughout the year	Throughout the year	Development of the students	
15	Coaching for competitive examinations	Coaching for Olympiads, NTSE, Technotholon provided	To maintain the same for the current session. To achieve better levels in the current session	Throughout the year	Throughout the year	To prepare the students to face the competitions	
16	Any other activity	Heritage, IRCTC tour	As per the instructions of KVS	Throughout the year	Throughout the year	Overall development of the student.	

<b>D</b>	<b>School Management</b>						
1	Selection of staff for contractual appointment	Interview conducted and selection was done	Vacant posts are to be filled in the beginning of the academic year	As & When Vacancy arises	As & When Vacancy arises	To maintain the full fledged staff .	
2	Office automation and training of staff	IT tools and training provided	To maintain & update the department as per the new technological trends	As per need	As per need	To be Updated in new emerging technological trends	
3	Annual stock Verification	Conducted during March 2010	As per KVS instruction and plan	By 31-03-2011	By 31-03-2011	Well maintenance of Vidyalaya Assets in stock	
4	Budget proposal and utilization of VVN	Maintained as per KVS instructions	<ul style="list-style-type: none"> <li>Preparation of RE and BE</li> <li>To plan as per the KVS instructions and utilize as per Vidyalaya needs</li> </ul>	By August 2010  Utilisation as per KVS norms throughout the year	By August 2010  Utilisation as per KVS norms throughout the year		

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<b>E</b>	<b>School and Community Relationship activities</b>						
1	Vidyalaya Management Committee Meetings	Four times conducted during 2009-10	To organize VMC Meetings effectively as per KVS instructions	Aug 2010/ Dec 2010/ Feb2011	1 <sup>st</sup> week of Aug 2010/ Dec 2010/ Feb2011	As per the minutes of VMC meetings	
2	Vidyalaya Executive Committee Meetings	Conducted during 2009-10	To organize VEC Meetings effectively as per KVS instructions	As and when required	As and when required	To run the Vidyalaya administration effectively	
3	PTA Meetings	Conducted regularly	To conduct as per the need and requirements of the Vidyalaya	Throughout the year	Throughout the year	Active involvement for the benefit of the Vidyalaya and students	
4	Publication of admission brochures	Already Published	To publish the brouchre prior to admission dates as per the KVS admission guidelines	By 1 <sup>st</sup> week of Feb	By 1 <sup>st</sup> week of Feb	For sale of regn. Forms from 15 to 20 <sup>th</sup> March 2010	
5	Staff Development Programmes involving community	Workshop on Child psychology and role of meditation was conducted	Intensified training involving the community will be orientated for the staff development	Throughout the year	Throughout the year	Effective development of staff	
6	Community Development Programmes	Meditation classes conducted by the Brahmakumaris for the Vidyalaya community	To take up Community development programmes as per the guidelines of KVS	Throughout the year	Throughout the year	Overall development of community	

Signature of Principal

Signature of I/c Education Officer

Counter Signature of Assistant Commissioner