



ANNUAL PEDAGOGICAL PLAN

ANNUAL PEDAGOGICAL PLAN

SESSION: 2023-2024

1. SCHOOL INFORMATION

1.1 School Name and Complete Address with Phone number(s), Email ID, Website etc.

NAME OF THE SCHOOL : SHEMFORD FUTURISTIC SCHOOL

COMPLETE ADDRESS : Shemford Futuristic School, Pinjore, Ishar Nagar, Himshikha
Pinjore, Panchkula, Haryana

PHONE NO : 09215988336

EMAIL ID : pinjore@shemford.com

WEBSITE : www.shemfordpinjore.com

1.2 Name of the Principal: **Ms.Sagrika Bakshi**

1.3 Contact No.: 09215988336 Email ID: pinjore@shemford.com

1.4 School Details:

U-DISE CODE: 06010100169

Type of School (Please tick the correct option):

☒ Middle/Secondary/Senior Secondary – **Senior Secondary**

☒ Boys/Girls/Co-Education – **Co-Education**

☒ Day School/Day Boarding/ Residential – **Day School**

☒ (May tick more than one option)

☒ No. of Students: 362 (Total) 210 (Boys) 152 (Girls)

☒ No. of Divyang (with Special Needs) Students: 2 Facilities Available: As per CBSE Guidelines ☒

No. of Students: 2

☒ Location Type: Urban/ Rural/ Hilly Area: **Rural**

Is the School a Minority School? NO

1.5 Number of Students on Roll (Class-wise):

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CLASS	TOTAL NUMBER OF SECTIONS (FOR RUNNING CLASSES)	TOTAL NUMBER OF GIRLS	TOTAL NUMBER OF BOYS	TOTAL NUMBER OF STUDENTS
Bal Vatika 1(Pre-School)	1	3	6	9
Bal Vatika 2(Pre-School)	1	4	5	9
Bal Vatika 3(Pre-School)	1	7	8	15
1	1	8	11	19
2	1	9	7	16
3	1	8	12	20
4	1	6	8	14
5	1	9	9	18
6	1	5	11	16
7	1	12	19	31
8	1	17	17	34
9	2	16	32	48
10	2	15	31	46
11	3	17	15	32
12	3	16	19	35
TOTAL	21	152	210	362

1.6 School Academic Performance:

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a) Pass Percentage during the last Academic Session:

CLASS	PASS PERCENTAGE
NUR	100%
LKG	100%
UKG	100%
1	100%
2	100%
3	100%
4	100%
5	100%
6	100%
7	100%
8	100%
9	100%
10	100%
11	100%
12	89%

1.7 Key Strengths of the School

- Child-Centered Curriculum
- Theme-Based Learning Programme
- SHEMFORD Sanskars
- Health and Wellness Programme
- Wow Wednesdays! (Pre-Primary Grades)
- Thoughtful Thursdays! (Middle Grades onwards)
- Fun-tastic Friday (Pre-Primary Grades)
- Super Saturdays (Primary Grades onwards)
- ShemSports
- Engaging Teaching Methods

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- Personality Enhancement Module
- English Conversation Development Module
- Thinking Skills Development Module
- Technology Aided Learning
- Individualised Evaluation Programme
- ShemFAST-"SHEMFORD Families And Schools Togethers"

1.8 Staff Details:

The number of the teachers including Librarian, PET and Headmistress in position.

Group	Number
PRINCIPAL	1
PGT	12
TGT	8
PRT	3
NTT	4
PET	1
Counsellor	1
Music Teacher	1
Yoga Teacher	0
Special Educator	0
Librarian	1
	32

1.9

Capacity Building Programs

Date	Topic	Conducted By	Mode	Duration	Feedback
27.06.23	Integrating life skills into everyday learning.	Shem EduMax Seminar	Online	1 hour 30 min	Informative

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27.06.23	NEP-2020-Nurturing the Nurturers	Shem EduMax Seminar	Online	1 hour 30 min	Informative
27.06.23	Frames of mind reconstructing and notions of learning.	Shem EduMax Seminar	Online	1 hour 30 min	Informative
27.06.23	Sowing the Seeds of Environmental Awareness!	Shem EduMax Seminar	Online	1 hour 30 min	Informative
28.06.23	SHEM Lesson Plan-Designing & Implementation!	Shem EduMax Seminar	Online	1 hour 30 min	Informative
28.06.23	Circle Time- Using Group Dynamics for learning!	Shem EduMax Seminar	Online	1 hour 30 min	Informative
28.06.23	Mathability -An Insight into the HOW of WOW Math!	Shem EduMax Seminar	Online	1 hour 30 min	Informative
28.06.23	The most common Errors in the English Classroom- Fine-tuning the English Language Skills!	Shem EduMax Seminar	Online	1 hour 30 min	Informative
30.06.23	Measuring What Matters-Evaluation Made Easy!	Shem EduMax Seminar	Online	1 hour 30 min	Informative
30.06.23	Artificial Intelligence and different AI tools in teaching and learning!"–	Shem EduMax Seminar	Online	1 hour 30 min	Informative
11.07.2023	Prayog for Principal	CBSE	Online	1 hour 30 min	Informative
25.07.23	Prayog for Principal	CBSE	Online	1 hour 30 min	Informative
30.08.23	Unleashing Your Superpowers: Be an effective teacher!	Shem EduMax Seminar	Online	1 hour 30 min	Learning experience
01.07.23	NEP-2020	Principal Madam	Offline	1 hour 30 min	Learning experience
01.07.23	EDU MAX	IT Incharge	Offline	1 hour 30 min	Learning experience
22.07.23	Edu Max	IT Incharge	Offline	1 hour 30 min	Learning experience

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05.08.23	Digitalisation	Principal ,IT Incharge	Offline	1 hour	Learning experience
19.08.23	Result Analysis on Google cloud	Principal & IT incharge	Offline	1 hour	Contemplation on result
02.09.23	working status of Google cloud	Principal & IT Incharge	Offline	1 hour	learning experience
07.10.23	Brain storming session- Constructive ways to amend behaviours	Principal	Offline	1 hour	Problem Solving (attended by Shakshi Jain)
18.11.23	NEP 2020	Resource Persons from CBSE		7 hours	Informative
25.11.23	Conducive Work Environment	Principal Madam	offline	1 hour	Guidance
16.12.23	Elementary Science	CBSE	offline	7 hours	Learning experience

2. ANNUAL PEDAGOGICAL PLAN 2023-2024

2.1 PEDAGOGICAL PLAN COMMITTEE

Name	Designation	Role in PPC
Mrs. B. Arora	Board of Management	Initiating, Planning and Guiding
Mrs. Sagrika Bakshi	Principal	Initiating, Planning and Guiding
Mrs. Jyoti Bala	Academic Advisor	Initiating, Planning and Guiding
Mrs. Meenakshi Mohan	Project Coordinator	Initiating, Planning, Guiding and Monitoring
Mrs. Kirti Kaushik	Academic Coordinator	Planning, Guiding and Execution
Mrs. Arti Gutch	PGT	Planning, Guiding and Execution
Mrs. Anita Dhiman	TGT	Planning, Guiding and Execution
Mrs. Rakhi Attery	PGT	Planning, Guiding and Execution

2.2 VISION, MISSION, VALUES, FOCUS & APPROACH

The Vision of SHEMAFORD

At SHEMAFORD, we believe that education is all about preparing and equipping young people for life and not just for school. With this philosophy as our source of inspiration, we aim to provide a stimulating environment wherein children enjoy learning and can also perform to the best of their abilities, in all areas of our extensive curriculum. By providing inclusive education at SHEMAFORD Futuristic Schools, we also aim to build capacity in our children to accept the challenges of life.

The SHEMAFORD Mission:

"To make learning creative, interesting, interactive and engaging, through a system which is constructive, comprehensive, practical and futuristic."

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Our Cores Values

- Respect
- Honesty
- Co-operation
- Compassion
- Affection
- Sharing
- Perseverance
- Self-reliance
- Patriotism
- Unity
- Care for the Environment and Gratitude

Our Focus

Our Approach

To grow the young to grow and glow at the global level.

Every child has a tremendous learning capacity and a unique potential to excel if raised in a caring and stimulating environment. At Shemford we accept each child as he is, embrace him, adopt him, identify his skills and nurture him to achieve his full potential so that he becomes a creative competent, self-confident, quality conscious, value driven & enterprising global citizen.

The vision of Shemford extends beyond the narrow walls of classrooms and textbooks as it aims to give the students a truly global perspective by providing International level schooling facilities. The school professes its students not only to describe the world around them, but also to prescribe the best ways to live and compete at the global level.

OUR PEDAGOGICAL VISION

At TBS, we focus on “Learning for Leadership”. Wide range of learning experiences are offered in an excellent infrastructural setup complemented with digital efficiency through ERP, e- learning and other appropriate resources. Mentoring mindset of teachers and one to one mentoring has become a part of the teaching learning processes. Parent - Teacher meetings are conducted to share insights and information for the overall development of the child, there by strengthens the bond. It is necessary for children to learn but more importantly the children should learn how to learn. In the pursuit of knowledge our approach is to make education holistic, experiential, inquiry- based, discover- oriented, value- based, flexible, enjoyable and above all learner-centered. We are following the latest, updated best practices keeping in mind future needs of our students.

We at THE BIPF SCHOOL, not only preparing our student for academic but also preparing them for life developing competency skill so that they will be able to resolve problems, work collaboratively, embrace diversity, think critically, make decisions of a leadership, take responsibility of life, respect culture, care for

the environment, develop patriotic feelings and understand the moral values of life. We have demonstrated a longterm commitment to improve and focus on what is the best for our students.

To ensure students are engaged and involved in their learning at TBS we personalized learning in the following ways:

☐ Personalized learning at TBS Choudwar is:

o Carefully planned curriculum based on each individual child's needs which includes:

- Emphasis on prior knowledge.
- Stress on individual interests.
- Focus on individual learning styles.
- Identifying the abilities and skills of students help them identify their future learning goals.
- Students and teachers constructing learning pathways together based on two-way feedback conversations.
- Experiential learning as a way of life is not environment or curriculum specific.
- Students are encouraged to participate in the teaching learning interaction.
- Scope and sequence need to be flexible.
- Parents can track the progress of their wards via the ERP Module.
- Student's need to be able to articulate their learning in conferences including video conferences.
- Teachers get to know students as "people" not just "students" and what their interests are.
- Children have choice in terms of regulating behavior, what/how to learn and how to present their learning.
- How does inquiry learning relate to personalized learning goals?
- ICT is used as a tool to personalize learning.

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2.2 ACADEMIC RESOURCES

Name of the Academic Resources Segment -wise

Name of Resource/s	Segment Pre-primary / Primary/ Middle / Secondary	Usefulness
OUTDOOR PLAY AREA	Pre-Primary	Students gain strength, coordination and dexterity through various outdoor play activities. Values like game spirit, waiting for one's turn, self-discipline are also instilled through play.
SENSORIAL GARDEN & SENSORIAL PATH	Pre-Primary	Students develop and enhance their senses through equipment and activities. High-intensity activities like a sensory pathway get the blood pumping, helping children to sit still and focus for longer periods of time in the classroom
PRE-PRIMARY APPARATUS	Pre-Primary	Students develop their confidence, independence and competence, as they learn by doing. The scientifically designed apparatus aids in learning the concepts using concrete aids.
ART AND CRAFT ROOM	Pre-Primary	Students develop fine motor skills, creativity, imagination and expression and develop aesthetic sense through drawing & colouring and craft activities.
LIBRARY	Primary, Middle, Secondary	Students develop their cognitive and vocabulary building skills by reading books.
SCIENCE AND NATURE CENTRE	Primary, Middle	Students learn to investigate the world around them through simple hands on activities and develop curiosity, reasoning, problem solving and thinking skills.
DISCOVERY ROOM	Pre-Primary, Primary	<i>Students learn</i> to self-regulate their emotions as well as express themselves in front of an audience, thereby instilling self-confidence.
MUSIC & DANCE ROOM/ DRAMATIC PLAY CENTRE	Primary, Middle	Various activities undertaken in the activity room, where kids are exposed to do pretend play-portrayal of a doctor, carpenter, mechanic, chef, etc. – teach them life-skills through related objects. It also instills social skills and respect for all helpers.
LIBRARY	Primary, Middle, Secondary	Provides access to more books to support reading and learning. Provides access to more sources of print and digital materials to support reading and learning.
MATHS LAB	Primary, Middle, Secondary	Helps the students to build interest in the subject and greater scope for individual participation.

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COMPUTER LAB	Primary, Middle, Secondary	Online assessment of the students is done.
BIO & PHYSICS LAB	Primary, Middle, Secondary	Makes learning immersive and exciting
CHEMISTRY LAB	Primary, Middle, Secondary	Helps the students to build scientific aptitude and promotes learning by doing.

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SMART CLASS	All Classes	Uses interactive modules like videos and presentations. These visually attractive methods of teaching help students learn a concept that is difficult to understand through traditional methods.
ATAL TINKERING LAB	Future Plan	Nurtures innovation amongst young innovators and enables students to explore new ideas, test them and follow 'learning by doing' approach. <ul style="list-style-type: none"> • Future Plan
ONLINE EDUCATIONAL PLATFORMS		Diksha Portal; Google Classroom; NISHTHA; National Repository of Open Educational Resources, NCERT; ZOOM, Magnet Brains, Khan Academy Math
EDUCATIONAL VISITS		Virtual Visits - Provides learning beyond the books. WEB RESOURCES -Excellent source for self- education for students, meets their interests and needs.
Latest UPDATES		Keeps the students updated about the recent findings. * Ex.- Artificial Sun

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2.2 PEDAGOGICAL STRATEGIES

Class-wise and Subject-wise Syllabus:-

Stakeholders Class	Syllabus Attachments	
I	Syllabus-Class-I-2023-24.pdf (ENGLISH, HINDI, ODIA, MATHEMATICS, ENVIRONMENTAL SCIENCE, COMPUTER)
II	Syllabus_class_II_2023.pdf (ENGLISH, HINDI, ODIA, MATHEMATICS, ENVIRONMENTAL SCIENCE, COMPUTER)
III	Syllabus_class_III_2023-2024.pdf (ENGLISH, HINDI, ODIA, MATHEMATICS, ENVIRONMENTAL SCIENCE, COMPUTER)
IV	SYLLABUS_IV-2023-24.pdf (ENGLISH, HINDI, ODIA, MATHEMATICS, ENVIRONMENTAL SCIENCE, COMPUTER)
V	SYLLABUS_V-2023-2024.pdf (ENGLISH, HINDI, ODIA, MATHEMATICS, ENVIRONMENTAL SCIENCE, COMPUTER)
VI	SYLLABUS_VI-2023-2024.pdf (ENGLISH, HINDI, ODIA, MATHEMATICS, SCIENCE, SOCIAL SCIENCE, COMPUTER)
VII	SYLLABUS_VII-2023-2024.pdf (ENGLISH, HINDI, ODIA, MATHEMATICS, SCIENCE, SOCIAL SCIENCE, COMPUTER)
VIII	SYLLABUS_VIII-2023-2024.pdf (ENGLISH, HINDI, ODIA, MATHEMATICS, SCIENCE, SOCIAL SCIENCE, COMPUTER)

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2.5 STUDENT DEVELOPMENT PLAN

Student Needs Assessment Mechanism

Student Needs Assessment Mechanism		No. of Students Identified for Remedial Class	No. of Students Identified for Enrichment Class
Regular Tests Assignment (Chapter-end Tests), Half Yearly Exams, Annual Exam, Online Open Exams to gauge the level of understanding.		Flexible	Flexible
Classroom Observation Schedule			
Classroom Observation Schedule	Frequency	Done By	Findings
Routine observations	Regular basis	Project Co-Ordinator (quarterly) Headmistress (weekly)	Teachers were seen completing planned syllabus during regular observations. Co-curricular activities. Integrated Learning.

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2.6 TEACHER DEVELOPMENT PLAN

Teacher Needs Assessment & Training

TNA Activity	Method	Outcome
Questionnaire	Peer Learning	Analysis of personal obstacle or issues that may hinder the development of a teacher
Brainstorming	One teacher can be chosen to do the writing work while other should be encouraged to openly state their difficulties in different area of job performances	Analysis of the problems which a teacher faces in classroom and common problems can be jotted down and a procedure for the improvement can be drawn.
Identify what professional skills you already have and those you need to work upon.	Identify the professional skills that are desirable for your career. Recognizing your current strengths and abilities is important so that you can clearly understand what you are lacking that might be holding you back. An appropriate training program by experts in this field will help achieve the goal.	Improved performance by the teacher. A suitable development program brings all teachers to a higher and common platform as they all get equipped with similar skills and knowledge.

Teacher Training Schedule			
Teacher Training Topic/Activity	Proposed Date/ Week /Month	Target Group	Learning Outcome
TNA Activity	Method	Executed Date	Outcome
NEP	26 th APRIL	All teachers	<ul style="list-style-type: none"> allows educators to consider the readiness, interests, and learning profiles of each of their individual learners. methods educators use to find out and analyze the needs of their students based on the readiness, interests, and learning profiles
Stress and Conflict Management (Yoga)	21 st JUNE	All teachers	<ul style="list-style-type: none"> Learn about characteristic of stress, its causes and its effect Develop insight into pattern of stress response Practice and acquire stress management techniques

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			<ul style="list-style-type: none"> Learn how to apply stress management tool in typical education setting (i.e. teacher-parent relationship, bullying) Learn simple visualization and relaxation techniques activities to ease student & teacher anxiety
Soft Skills Training <ul style="list-style-type: none"> Teachers' personality Motivation 	27 th JULY	All teachers	<ul style="list-style-type: none"> Enabling and empowerment of teachers which will ensure a smooth transition from aspiring students to young successful managers. The innate power motivation helps in achieving the goal easily. Advancement of growth in desirable qualities
SAFAL (Structured Assessment For Analyzing Learning Levels)	6 th AUGUST	All teachers	<ul style="list-style-type: none"> Learn about assessment which will focus on testing core concepts and higher order thinking skills (HOTS)
Effective Lesson Planning	OCTOBER	All teachers	<ul style="list-style-type: none"> Teachers will be able to determine three essential components of an effective lesson plan- the objective, the body, and a reflection Teachers will be able to determine the purpose of the lesson. Teachers will be able to create space for student thinking and class discussion
Professional Development Programs	NOVEMBER	All teachers	<ul style="list-style-type: none"> Teachers will be able to gain confidence, generate skills and resources related to their subjects. Teachers will be able to develop knowledge and skills they need to address students' learning challenges

2.7 COLLABORATIVE ACTIVITIES

- (These activities will be conducted if the school physically reopens.)
Name of the collaborative activities including exchange programs etc.

Month/ Week	Activity	Learning Objectives	Proposed Schools for Collaboration
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July, 2023	Science Exhibition Classes: Primary, Middle Referring to this competition Parents can be invited to attend this exhibition.	<ul style="list-style-type: none"> • To encourage students to think critically, solve challenging problems, and develop skills such as oral communication, public speaking, research, teamwork, planning, selfsufficiency, goal setting, or technological and online literacy. • To determine the ecological or environmental impact of changes to a local habitat. 	Near about 40-50 Schools
December, 2023	Inter –School Kho- Kho Competition Classes: Primary, Middle Students to find out about their personal values and traits imbibed over the years from their families and the environment where they are growing up. They need to share their experiences to highlight their identity with other students.	<ul style="list-style-type: none"> • Students to understand their own selves – values, customs and etiquettes. • Communication skill is improved. • They are confident to bring out their personal interests and skills. 	Near about 40-50 Schools
January , 2024	Inter –School Olympiad Competition Classes: Primary, Middle, Secondary Referring to this competition Parents can be invited to attend this exhibition.	<ul style="list-style-type: none"> • Students have the sense of responsibility and achievement. 	Near about 40-50 Schools
February , 2024	Catchy Crayons Classes: Primary, Middle, Secondary Referring to this competition Parents can be invited to attend this exhibition.	<ul style="list-style-type: none"> • Students are able to explore with their designing, layout, sketching skills. • They are able to find out more about other cultures and communities in India. • Aesthetics and presentation skill will be improved. 	Near about 40-50 Schools

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2.8 WELLNESS ACTIVITIES

Name of the activities planned for Well-being of pupils

Month/Week/Date	Type of Activity	Objective/s	Target Group
7 April 2023	World Health Day "Stay Fit & Healthy"	To understand healthy mind resides in a healthy body.	Students-P.S. to VIII, Staff, Parents
05 May 2023	World Asthma Day	Spread awareness for Asthma	Students-P.S. to VIII, Staff, Parents
31 May 2023	World No Tobacco Day	To enhance positive behavior towards self and environment	Students-P.S. to VIII, Staff, Parents
05 June 2023	World Environment Day	To discuss about the importance of nature and how to take care of it.	Students-P.S. to VIII, Staff, Parents
21 June 2023	International Day of Yoga	To maintain fitness, strengthen cardiovascular system and manage stress.	Students-P.S. to VIII, Staff, Parents
13 July 20213	First Aid Training	To ensure all staff members follow CORONA protocol	Staff Members
21 August 2023	BEST Club: Culmination Ceremony	To create awareness for Clean air and Healthy Lungs	Students-P.S. to VIII, Staff
02 October2023	Swachhta Pakhwada	To ensure all follow Personal hygiene and cleaner environment	Students-P.S. to VIII, Staff, Parents
14 November 2023	Children FUN FIEASTA	To focus on right nutrition intake to generate positive energy while visiting any ceremony	Students-P.S. to VIII, Staff, Parents

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2.9 COMMUNITY OUTREACH

Name of the community activities planned performed by the students from home.

<u>Month/ Week/ Date</u>	<u>Activity/Project</u>	<u>Objective</u>	<u>Class</u>
APRIL	SELF-PREPARED MASKS WERE DISTRIBUTED <u>'WASTE NO FOOD, REACH TO THE NEEDY'</u>	<p>To promote Social distancing and wearing safety masks, handmade masks were distributed among the construction workers, guards, sanitation workers.</p> <p>Strengthening the humanitarian qualities in children. This awareness campaign is all about not wasting unwanted food by throwing in dustbins but trying to reach to stray animals in surroundings. Feeding them is again a social act which can save food being wasted.</p>	P.S.- VIII
MAY	I CARE FIRST AID KITS WATERING BIRDS	<p>The Interactors prepared 'I Care' – basic first aid kits and donated them to Guards /sanitization workers in their respective housing societies.</p> <p>Providing water improves habitat for birds and increases chances of observing their fun behaviors up close.</p>	P.S.- VIII

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JULY	EXPRESS IT PLANTING TREES	<p>EXPRESS IT - a webinar series conducted by the senior students for the younger peers to help them express their feelings openly without being shy and tried to find solutions for their problems.</p> <p>Planting saplings and taking care of their plants diligently.</p>	P.S.- VIII
AUGUST	RAKHI MAKING ECO FRIENDLY GANESHA	<p>Rakhis were prepared and collected and were given to soldiers and orphans.</p> <p>Eco-friendly Ganesha idols were made by the interactors of biodegradable materials.</p>	P.S.- VIII
SEPTEMBER	FEEDING OF HUNGRY STRAY ANIMALS	<p>Interact club members are feeding stray dogs in their localities on a regular basis.</p> <p>Interact club members learnt creative ways to convert plastic bottles to bricks and use them aesthetically.</p>	P.S.- VIII
OCTOBER	DAN UTSAV	To make students aware of the fact that they are privileged and it is always nice to share the blessings with underprivileged Kids.	P.S.- VIII

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<u>JANUARY</u>	EACH ONE TEACH ONE MAKING GRANDPARENTS TECH SAVVY	<p>Interactors spread the message of “importance of the education”. The students took the initiative in a positive way and enthusiastically took part in increasing the literacy rate.</p> <p>The lockdown is particularly harsh for the elderly. Interactors tried continuously to help their grandparents and the elderly people living in the locality by running some errands for them, teaching them how to use their smart phones etc.</p>	P.S.- VIII
<u>NOVEMBER</u>	FOOTWEAR DONATION DRIVE Repurpose your shoes RANDOM ACTS OF KINDNESS Small actions – big change ANTI-CRACKER CAMPAIGN For pollution free Diwali	<p>Footwear collection drive to instill the feeling of sharing and caring</p> <p>To inculcate the habit of doing small acts of kindness in the children.</p> <p>To bring awareness ‘HARIT EVAM SWATCH DIWALI’</p>	P.S.- VIII
<u>DECEMBER</u>	CONSERVATION OF WATER	<p>To find out innovative methods of conservation of water.</p>	P.S.- VIII

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2.10 COORDINATION WITH STAKEHOLDERS

Inter- personal relationship with stakeholders

Stakeholders	Methods of Communication	Ways of Involvement
Parents	School website, Emails, School Calendar, Broadcast groups, Phone calls, Regular Circulars and Parent- Teacher's Meeting, ERP, What's App	Parents are allowed to meet the school administration through a prior appointment. They are invited to attend the Annual Day and Parent teacher meetings. A parent teacher Association has been formed.
Teaching Staff	What's App groups and effective communication, ERP, E-mail	Teachers are involved in all functions and events by contributing their innovating ideas and creativity and to feel a part of the school.
Other Staff	GBM with the Head of the institution, Emails and What's app groups.	Other Staff members are involved in all the School functions by rendering full support and co- operation.
School Managing Committee	MCM is organized twice in a year.	All reports are forwarded to the SMC for perusal.
Board	CBSE website, email, telephonic conversations, letters.	<ul style="list-style-type: none"> • For CBSE Affiliation
Media	Two teachers are entrusted with the duty of writing the report of the events held in school and ensure coverage of the same in the newspaper, social media.	A brief report of all school events is sent to one leading English and Hindi newspaper. The same is published within a span of one week

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2.11 INSTITUTIONAL GOALS

Inter- personal relationship with stakeholders

Major Concern 1: Develop students into active learners

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People-in-charge
Nurture students' effective learning skills to enhance motivation	<ul style="list-style-type: none"> Enhance students' understanding of their learning styles and equip students with learning skills - Ethics lessons 	<ul style="list-style-type: none"> Feedback from teachers and students is positive 	<ul style="list-style-type: none"> Evaluation meetings Students' performance in the learning processes Students' reflection on their learning skills 	<ul style="list-style-type: none"> Whole School Year 	<ul style="list-style-type: none"> Academic Admin Management
	<ul style="list-style-type: none"> Incorporate learning skills into individual subjects 	<ul style="list-style-type: none"> Teachers develop students' learning skills Students are able to apply different skills in their learning Students show improvement in learning 	<ul style="list-style-type: none"> Evaluation meetings Students' performance in learning, tests and examinations 	<ul style="list-style-type: none"> Whole School Year 	<ul style="list-style-type: none"> Academic Admin Management
Strengthen teachers' professional development to engage students in active learning	<ul style="list-style-type: none"> Optimize teachers' professional sharing culture for promoting effective pedagogies and refining subject curriculum - External sharing 	<ul style="list-style-type: none"> At least one intraclass sharing is conducted per term 	<ul style="list-style-type: none"> Evaluation meetings Records of Staff Professional Development Team 	<ul style="list-style-type: none"> Whole School Year 	<ul style="list-style-type: none"> Academic Admin Management
	<ul style="list-style-type: none"> Incorporate student-centered learning and teaching strategies at subject level o Adopting diversified teaching strategies o Making use of e- 	<ul style="list-style-type: none"> Student-centered teaching strategies are applied at subject level Students show improvement in learning 	<ul style="list-style-type: none"> Evaluation meetings 	<ul style="list-style-type: none"> Whole School Year 	<ul style="list-style-type: none"> Academic Admin Management

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	<ul style="list-style-type: none"> learning to engage students in learning - Organizing learning experiences outside the school 	<ul style="list-style-type: none"> At least one learning activity outside school is organized by individual subject teachers / Subject coordinator in a year 			
Motivate students of diverse abilities	<ul style="list-style-type: none"> Review and refine the curricula, quantity and quality of assignments and assessment Fine-tune subject contents, teaching materials, homework and assessment (e.g. Class Assignment) 	<ul style="list-style-type: none"> Subject contents, teaching materials, homework policy and assessment policy are reviewed and refined 	<ul style="list-style-type: none"> Evaluation meetings 	Whole School Year	<ul style="list-style-type: none"> Academic Admin Management
	<ul style="list-style-type: none"> Provide academic enhancement programs to strengthen students' academic abilities - Homework Guidance Class - Afterschool Remedial Class for core subjects - Subject-based academic support 	<ul style="list-style-type: none"> Students do homework Students show improvement in learning Students show improvement in tests and examinations 	<ul style="list-style-type: none"> Evaluation meetings Students' performance in learning, tests and examinations Record of homework Student participation and achievement 	Whole School Year	<ul style="list-style-type: none"> Academic Admin Management
			records		

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Major Concern 2: Enhance students' learning effectiveness through raising their language(Hindi ,Odia , English) proficiency

Targets	Strategies	Success Criteria	Methods of evaluation	Time Scale	People-in-charge
Enhance students' Language proficiency	▪ Strengthen the reading and writing skills of junior forms	▪ Students show improvement in their reading and writing skills	▪ Evaluation (Classroom) ▪ Students' performance in coursework and examinations	▪ Whole ▪ School Year	▪ Academic ▪ Admin ▪ Management
	▪ Implement cross- curricular reading activities to widen students' exposure to language	▪ Feedback from teachers and students is positive ▪ Students' performance in the reading programs and activities is satisfactory	▪ Evaluation (Classroom) ▪ Students' performance in reading programs and activities	▪ Whole School Year	▪ Academic ▪ Admin ▪ Management ▪ School Library
	▪ Create a language text-rich environment	▪ Regular displays of language-related materials are organized.	▪ Evaluation (Classroom)	▪ Whole School Year	▪ Extra-curricular Activities and Services Groups Coordinating Team ▪ School Library
	▪ Use English/ Hindi/ Regional language as the main language for school events	▪ School events are conducted in English/ Hindi/ Regional language.	▪ Evaluation	▪ Whole School Year	▪ Academic ▪ Admin ▪ Management
	▪ Encourage students to participate in activities and competitions to develop their linguistic skills		▪ Evaluation	▪ Whole School Year	▪ Academic ▪ Admin ▪ Management

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Major Concern 3: Cultivate positive values through life education

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People-in-charge
Cultivate positive learning attitudes through character building (self-confidence and sense of responsibility)	<ul style="list-style-type: none"> ▪ Further enhance the self-confidence and sense of responsibility among students - Organizing experiential activities during Ethics lessons and activity days - Providing opportunities for students to organize and participate in activities or competitions - Organizing class-based programs 	<ul style="list-style-type: none"> ▪ Activities are held as scheduled ▪ Students demonstrate their self-confidence and sense of responsibility in activities or competitions ▪ Class-based programs are organized ▪ Feedback from teachers and students is positive 	<ul style="list-style-type: none"> ▪ Students' performance in the activities ▪ Class teacher report ▪ Teachers' and students' feedback 	Whole School Year	<ul style="list-style-type: none"> ▪ Academic ▪ Admin ▪ Management
	<ul style="list-style-type: none"> ▪ Provide parent education programs to support student development ▪ Invite guests / teachers to share life stories with students on Assembly. 	<ul style="list-style-type: none"> ▪ Programs are held as scheduled ▪ Information is delivered in a timely way ▪ Feedback from teachers and students is positive 	<ul style="list-style-type: none"> ▪ Questionnaire ▪ Evaluation 	Whole School Year	<ul style="list-style-type: none"> ▪ Academic ▪ Admin ▪ Management

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3. MONITORING OF ANNUAL PEDAGOGICAL PLAN

MONITORING SCHEDULE OF ANNUAL PEDAGOGICAL PLAN

Class-wise and Subject-wise: Art integration, innovative pedagogies, and co-scholastic activities

Classes → Date/Month ?	Classes Visited	Findings/Feedback	Areas of Improvement	Plan of Action/ Recommendations
I & II (April to August 2023)	I & II	<ul style="list-style-type: none"> Appreciable involvement of students in Self Awareness activity. Fruitful involvement of students in hands-on Maths and language activities through integration with art Classic Rhyme recitation and enactment. Enriching sessions through the medium of interactive modules 	<ul style="list-style-type: none"> Rhyme Recitation and enactment can be up scaled to creative story narration Hindi role play activity can be conducted through an integrated approach with another subject Feed back regarding completion of homework. 	<ul style="list-style-type: none"> Conducting one-to-one sessions with the teachers to discuss the areas of improvements and strategize new methodologies to enhance teaching learning process Organizing workshops for teachers as well as students to
III & IV (April to August 2023)	III & IV	<ul style="list-style-type: none"> Appreciable involvement of students in Self Awareness activity. Fruitful involvement of students in hands-on Maths and language activities through integration with art Classic Rhyme recitation and enactment. Enriching sessions through the medium of interactive modules 	<ul style="list-style-type: none"> Rhyme Recitation and enactment can be up scaled to creative story narration Hindi role play activity can be conducted through an integrated approach with another subject Feedback regarding completion of homework. 	<ul style="list-style-type: none"> prepare them for up-coming changes and challenges Optimizing teachers' professional sharing culture for promoting effective pedagogies and refining subject curriculum Review and refine the curricula, quantity and quality of assignment and assessment Hold evaluation meeting.
V & VI (April to August 2023)	V & VI	<ul style="list-style-type: none"> Integrated project base activity Interesting method of teaching language and mathematics daily concepts through PEC classes 	<ul style="list-style-type: none"> Further enhancement of teaching by using newspaper to conduct listening activity and group discussion. Better classroom 	

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		<ul style="list-style-type: none"> • Meaningful usage of Class Library for reading activities • Better conceptual understanding through e-learning. 	<ul style="list-style-type: none"> • management during group poster making activity • Feedback regarding completion of homework. 	
VII & VIII (April to August 2023)	VII & VIII	<ul style="list-style-type: none"> • Meaningful and significant incorporation of Theatre in Education to teach literature • Complete involvement of students in learning grammar through newspaper and magazine • Enhancement of scientific skill and mathematical skills through online quizzes • Appreciable inter-disciplinary approach adopted in all the subject • Better conceptual understanding through e-learning. 	<ul style="list-style-type: none"> • Tell a Story program can be conducted through an inter disciplinary approach with othersubjects • Vocabulary enrichment activities can be up scaled to test the language skills acquired in day to day use. • More in-depth mathematical activities to be developed to enhance calculative skills • More language development and scientific temperament enhancing activities. • Feedback regarding completion of homework. 	

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ANNEXURES

Anne x	Name	Attachments
1.	Virtual Class- wise Time table	Teacher's TimeTable-Online-2023-24.pdf
2.	Virtual Individual Teachers' Time table	TimeTable-Online-Nur-Class VIII (April-May)-11-6.pdf
3.	School Almanac	ALMANAC_2023-2024_proof_final.pdf
4.	Annual Academic Calendar	TBS_ACADEMIC_PLANNER_2023-2024.pdf
5.	Annual Activity Plan	Annual Activity list 2023-2024.pdf
6.	Annual Sports Calendar	annual SPORTS CALENDER 2023.pdf
7.	Students List	studentlist 2023-24.pdf
8.	Daily Homework Schedule	Homework schedule-Planning-2023.pdf
9.	Weekly Homework Schedule	Weekly Homework-Timetable-2023.pdf
10.	Revised Assessment Format (During Pandemic)	Revised Assessment format I to VIII.pdf
11.	Subject Enrichment Activities	FINAL SEA-3 TO 8 term I & II (2023-2024).pdf
12.	Integrated Art	Integrated Art class 1 to 8.pdf
13.	Annual Period Distribution	Period distribution-2023-2024.pdf
14.	Teacher Training and Webinars	Teachers training.pdf
15.	Portion for Assessments	ASSESSMENT I&II (CLASS 1&2).pdf
		PORTION PT-1 & HALF-YEARLY (CLASS III TO VIII) F.pdf
16.	Date sheet of Assessments	Date sheet of Assessment.pdf
		Tentative Date Sheet for Assessment I to VIII.pdf
17.	Regular Class wise Time table	REGULAR TIME-TABLE-2023-24.pdf

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Guidelines for Implementation of the Plan

- ☐ Ensure grade wise, subject wise and unit wise detailing of the innovative pedagogy to be used through preparation of structured lesson plans.
- ☐ Develop content related to art, sport and ICT with education, with the help of concerned teachers as well as Art, Sports and ICT teachers.
- ☐ Ensure dissemination of plan to all teachers and all concerned by April every year.
- ☐ Ensure proper implementation of this plan.
- ☐ Monitor the progress at least on a monthly basis.
- ☐ Follow any training organized by Board on annual pedagogical plan.
- ☐ Maintain records of the preparation of the plan, and the progress in the implementation.
