

## BEST PRACTICES IN SCHOOLS

S.NO.	Best Practices
1	<p><b>SCHOLASTIC AREAS</b></p> <ul style="list-style-type: none"> <li>• Designing of <b>Academic Calendar</b> at the beginning of the session incorporating and integrating both scholastic and co scholastic activities.</li> <li>• Issue of <b>Academic Circulars/ write ups/ formats</b> to Teachers on:             <ul style="list-style-type: none"> <li>○ Salient features of CCE</li> <li>○ Development of Academic Schedule and adherence to it.</li> <li>○ Development of Assessment formats specifying kind of activity for each FA.</li> <li>○ Co- Scholastic assessment, Diagnosing deficient areas of students learning, Remediation measures, Record keeping.</li> <li>○ Preparing evidences of assessments.</li> <li>○ Open Text-based Assessment</li> <li>○ Any other Circular issued by the Board for their better comprehension.</li> </ul> </li> <li>• Helping every student move from one level to the next higher level with the active support and guidance of the teacher.</li> <li>• Issue of <b>Examination Circulars</b> on conduct of Formative Assessment, Summative Assessment, ASL, OTBA, Evaluation of answer sheets, etc.</li> <li>• <b>Maintaining teachers' records</b> like lesson plan, teacher's diary, students' attendance registers and students' progress efficiently at school level and periodically monitored by principal.</li> <li>• Organization of <b>workshops for teachers</b> on Life Skills Education, Problem Solving Assessment, Leadership Skills, Students Counseling, Career Counseling, Class Room Management, Development of High Order Questions, Values based education and assessment, enhancing students' performance through greater involvement, motivation, OTBA, ASL, Assessment of Long Answer Questions, Multidisciplinary Projects etc</li> <li>• Organization of <b>Subject meetings</b> on weekends where teachers are shown latest CBSE Circulars and updates on latest methodology of teaching.</li> <li>• <b>Regular analysis</b> of results, regular monitoring and follow up in class room.</li> <li>• Adoption of the <b>digital classrooms</b>.</li> <li>• <b>Identification of learning deficiencies and undertaking</b> regular remedial measures.</li> </ul>

	<ul style="list-style-type: none"> <li>• Conduct of <b>Subject seminars</b> for students.</li> <li>• Formation of <b>student's councils</b>.</li> <li>• Inculcation of reading habit through "<b>Reading books programme</b>".</li> <li>• Encouraging students to indulge in <b>research</b> and go beyond prescribed syllabus while doing their projects.</li> <li>• Publication of <b>school magazines</b>.</li> <li>• Establishing a <b>CCE Committee</b> comprising senior CCE Trained teachers as CCE Coordinators.</li> <li>• <b>Integration of Co-scholastic and Scholastics domains</b> through various activities.</li> <li>• <b>Sharing expectations as well as assessment parameters</b> with the students for better participatory learning.</li> </ul>
<b>2</b>	<p><b>CO-SCHOLASTIC ACTIVITIES</b></p> <ul style="list-style-type: none"> <li>• Celebration of the <b>special weeks, special days and camps, exhibitions and formation of different type of clubs, awareness generation campaigns and rallies, visits to famous historical places.</b></li> <li>• Facilitating <b>sports, yoga, and meditation to encourage healthy competition, character building, concentration and physical stamina in students.</b></li> <li>• Integrating activities like theatre, literary activities, Interior decoration, flower making, Best out of waste, Health and hygiene, General awareness, etc.</li> <li>• Utilization of <b>morning assemblies</b> on themes based on moral values, mathematical games, enactment of science concepts, street plays on social issues.</li> <li>• <b>Integration of life skills</b> and other Co-scholastic activities with the regular teaching learning process.</li> <li>• Providing exposure to students for Community Service by organizing <b>visits</b> to villages and presented the street play "<b>Beti Bachao Beti Padhao</b>" electricity and water conservation, energy auditing, tree- plantation drives, directing documentaries on social causes, conducting Heritage walks, organizing civil defence and self-defence workshops.</li> <li>• <b>Involvement and counselling of parents</b> through regular meetings.</li> </ul>