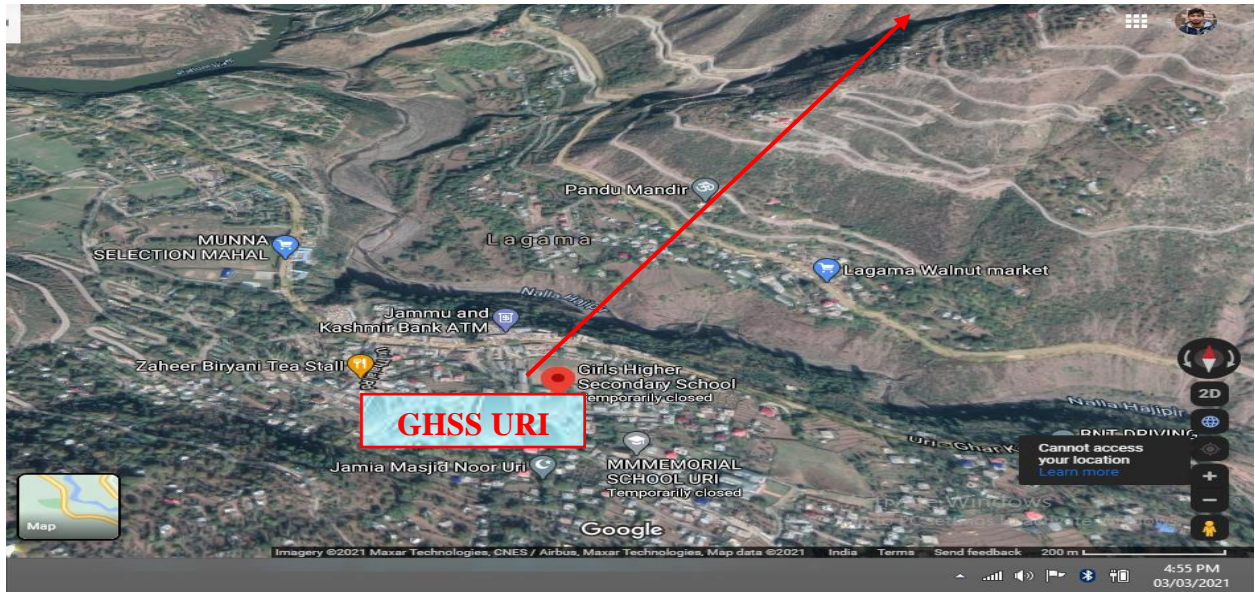


Year of up gradation: 1993

# Government Girls Higher Secondary School – Uri

Year of Establishment: 1971



# Institutional Plan -2019-20

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### 1. Introduction

Perfection can never come through arbitrary steps, howsoever attractive they may appear. To reach the pinnacles of perfection, we need proper planning coupled with whole hearted effort of all the members of the institution and result oriented supervision from the head of the institution. The institutional plan helps us to run the institution smoothly in a desirable direction and ultimately helps us reach our goals. We fix our targets before the start of the academic session and pursue the targets through the session.

The institutional plan for the year 2020-21 has been prepared for the improvement of our institution and with a view to achieve certain aims and ideals of the institution. We hope this planning will yield us the desired results. The plan 2020-21 is a team work involving the honorable Principal, the teaching and non-teaching faculty, our valued SMC members and the most important students of the institution.

### 2. Objectives of the Institutional Plan

The institutional plan is organized with the mentioned objectives:

- To pursue long term objectives by **striving to achieve perfection** in scholastic and non-scholastic activities.*
- To improve the **teaching learning process** by providing our students the best possible facilities.*
- To achieve the **academic excellence** by creating work culture in the institution.*

Overall personality development is the main motive.

Further the institutional plan is divided into the following five parts.

- 1) Academic Plan
- 2) Developmental/ Improvement Plan

- 3) Annual School Budget
- 4) Public Relations and School Committees

### **Academic Plan**

Girls Higher Secondary School Uri is known for the excellence with regard to the quality of education. Every year the institution gives excellent results in Board examinations. However, as they say there is always a room for improvement and the institution strives to further improve the quality of teaching learning.

An academic committee has been framed and their job will be to monitor the academic progress of the institution. The committee will inspect the classes regularly and keep a record of the progress. The slow learners and poor performers will be provided remedial teaching.

There will be regular class tests to track the regular performance of the students. The results will be sent to the parents to let them keep an eye on the performance of their wards. All the class will be divided in groups where students will be encouraged to help each other. After every class test the best performing group will be rewarded so as to encourage the students to help each other. This will not only improve our results but also inculcate among our students the qualities of teammanship.

The institution has subject experts with PhD and M.Phil degrees. These subject experts have been assigned the duties of acting as resource persons to help the younger teachers teaching the secondary classes. There will be regular training sessions in the institution and the teacher will help each other in problem solving and improving their teaching.

The teachers and students will be encouraged to use Information and Communication Technology (ICT) labs. The ICT lab has nine computers each connected with high speed internet connections and also a smart board and projector. It will be used as per fixed time table. One day will be allotted to the students of every class on rotational basis. The teachers will also use ICT lab for downloading material and presentations while teaching in the lab. The time table will be framed by the school time table committee.

### **Academic Calendar**

The department of the School Education has issued an academic calendar. A committee will be framed to implement the said calendar. The subject teachers will also frame a calendar in accordance with the said calendar and as per the weightage given to every chapter in the syllabus. The academic calendar committee will regularly review the progress with regard to syllabus. Completion and submit detailed report to Principal, vice Principal. A separate intensive action plan will be prepared for revision of syllabus as tuning the students for board exams.

### **Lesson Plan and Teachers Diary**

No teacher can teach effectively unless he has a lesson plan with him. It will be obligatory for teachers to have a lesson plan duly signed by the principal/Vice principal when they enter the class room. Similarly daily teaching notes will be prepared by teachers and they will be shown to the Principal/Vice Principal before beginning the class room teaching. The diaries will be checked regularly by the Principal/Vice-Principal.

### **Seminars and Debates**

It is decided that institution will be continue holding seminars and debates as frequently as possible in order to improve the language and speaking skills of the student and to make them better orators. Social science, Sports and language teachers will be assigned the responsibility of organizing such programs.

### **Sports**

In order to take care of the mental and physical health of the students, the students will be enticed towards taking part in sports activities on daily basis. Different kinds of indoor and outdoor games will be played and students will be provided every possible facility. The institution has two very dedicated physical education teachers whose service will be utilized to the maximum.

### **Morning Assembly**

Morning Assembly is one of the important component of the school curriculum. It will be used as a platform for the students to show their creative talent. It will be made to look like a daily talent hunt programme. Every teacher will have to speak in morning assembly on rotational basis. Every student will be encouraged to come on the stage and show his talent and creative abilities. Moreover, morning assembly will be used as a platform for moral education. Teachers will be made to deliver regular moral lectures in the assembly.

### **Teaching Faculty**

The institution has some posts of teaching faculty lying vacant. The department makes academic arrangements for the posts. However such temporary arrangements often create problems for us. Many of these teachers on academic arrangements either don't join or leave in the midsession hence wasting a lot o precious time of the students. Keeping in view such issues it is decided that for the time the institution remains without these teachers, the institution will arrange teachers using its own human resources. Having said that, the efforts for getting permanent faculty will not cease.

### **Library**

Library occupies a prominent place in the school. The aim of the library is to develop reading habits among the students. There is no substitute to books. The students will be encouraged to make the best use of library. The library will be made the busiest place in the school. It is decided that a physical verification of the books in the library will be done and the library will be enriched with further with not only the academic but non-academic material as well. The library will be enriched with different daily, weekly and monthly news papers, magazines etc. the students general knowledge will be tested

through quiz competitions, thereby forcing the students to read the newspapers and magazines etc. Beside this, the students will also be encouraged to read novels, poetry and plays etc to develop their creative skills.

### **Laboratories**

The institution has three laboratories viz. Physics, Chemistry and Biology. It is decided that school laboratories will be enriched further to make them centre of result-oriented experiments and inventions. The institution will provide every possible support to the students and teachers to make inventions and will try to inculcate among our students real scientific temper. A committee will be framed for physical verification of stocks. All the unserviceable items will be written off and new items will be bought as per the requirements received from the science teachers and students.

## **School Development Plan**

The main source of income for the institution is the annual fee received from the students. Whatever improvements we do, depends on the funds accumulated from the fee received from the students. We always try to spend these funds judiciously and try to avoid superfluous expenditure of these funds. The present fund position in the institution will be reflected in the annual school budget 2019-20. Every action taken with regard to the improvement of the institution will be in accordance with the school budget. The institution has conducted elections and the students have elected their representatives in a very democratic way through use of secret ballot. The institution has a parliament consisting of student's representatives and teachers. The annual school budget will be proposed by the vice principal after consultation with all the teachers and the student representatives. The vice principal will appropriate funds for the development works proposed by the school development committee. The budget proposal will then be placed before the school parliament where the proposal will be discussed and if found worthy of acceptance will be accepted. The below developmental works are proposed for the financial year 2019-20.

- I. **Colouring/ Painting of the Institution:** The institution has not been painted/ coloured for the last five years. The interiors as well as exteriors look dull. It is proposed that the colouring or painting of the institution will be done on priority.
- II. **Institution must provide clean and safe drinking water to the students.** The existing filtration system is lying non-functional and needs repair. It is proposed that this filtration plant will be repaired and shifted from its existing place as per the demand of the students.

- III. Fencing of the open area in front of the school building will be taken on priority basis. The unfenced area in front of the school has become a nuisance for the institution. It is proposed that this area be fenced at the earliest.
- IV. In order to make teaching learning process effective, productive and innovative, an establishment of the smart /virtual class room will be developed with fully wi-fi connected along with public addressing system. As we cannot deny the fact that technological updates make education system more interactive and easier. It is proposed that the institution will every year convert one class room into smart class room. The first smart class room will established this year. It is proposed that the smart class room will be equipped with the below mentioned system.
1. One Smart 75” interactive Panel.
  2. Two number cameras for steaming and recording.
  3. Public Address (PA) system so that the room can be used as an auditorium or conference room as well.
- V. **Development of School Website:** Acting on our pledge to provide our students the ease of learning in the institution, we have decided to create an online resources that provide all the relevant information about GHSS-Uri. We have decided to develop a customized website for the institution that will provide the facilities like online registration, admission, public relations, study material etc hence saving the time of our students and staff and strengthening our public relations.
- VI. **Up gradation of Closed-circuit television (CCTV) Surveillance:** The institution has already installed 12 CCTV cameras. However there are some areas which remain uncovered. It is decided that all the important spots will be brought under CCTV surveillance. A few more cameras will be upgraded.
- VII. **Construction of Additional rooms:** The institution has shortage of class rooms. The institution has shortage of class rooms. It is decided that two fabricated class rooms will be constructed using the old material like timber and tin sheets lying in the institution. There is some other kind of scrap also lying in the institution and it is decided the same will be sold to raise some funds.