



West Bengal Board of Secondary Education
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WHEN REPLYING, PLEASE QUOTE

Memo No. D.S(Aca)/ 547/P/17

Date: 05.12.2022

From :
Deputy Secretary (Academic)
West Bengal Board of Secondary Education

To
The Heads of the Institution of
All the Recognised X- Class Institution
Under West Bengal Board of Secondary Education

NOTIFICATION

As directed, it is hereby informed to the Heads of all recognized Secondary Schools under West Bengal Board of Secondary Education to abide by the Order Memo No. 205/Admn/ 223/PBSSM/2022 dated 15.10.2022 of Paschim Banga Samagra Siksha Mission regarding **Implementation of various activities in Schools for overall development of School students.** The above mentioned activities, beyond the normal ones, are felt to be important for the overall development of child.

Accordingly the following activities have been identified for the school children for enhancing their overall development.

- (a) Formation of Houses in Secondary /Higher Secondary Schools in West Bengal,
- (b) Observation of Graduation Ceremony,
- (c) Reading Habits,
- (d) Ananda Parisar,
- (e) Formation of Sishu Sansad

The HOIs are being requested to kindly go through the above-mentioned order for detailed instruction regarding the same.

R. Chatterjee 5/12/22
Deputy Secretary (Academic)
West Bengal Board of Secondary Education

Encl : as mentioned above

P/S
R. Chatterjee
18/10/22

D. S (Aca)

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18/10



Paschim Banga Samagra Shiksha Mission

Memo no: 205/MS/2231/BSSM/2022

Date: 15.10.2022

To:

1. The President,
West Bengal Board of Primary Education.
2. The President,
West Bengal Board of Secondary Education.

A. M.
R. Chatterjee
1/11/22

Subject: Implementation of various activities in Schools for overall development of School Students

Sir,

School Education Department has formulated different policies for enhancing the quality of education. Activities beyond the normal activities are felt to be instrumental for overall development of child.

Accordingly the following activities have been identified for the school children for enhancing the overall development.

- a. Formation of Houses in Secondary/Higher Secondary schools in West Bengal
- b. Observation of Graduation Ceremony
- c. Reading Habits
- d. Ananda Parisar
- e. Formation of Shishu Sansad

The Guidelines in this regard are enclosed below with the request to kindly issue suitable advisory to all the HOIs to carry forward those initiatives and also organize suitable sensitization programme in consultation with Commissioner, School Education. Guidelines have been approved by the competent authority in the file bearing no. PBSSM-19099/13/2022-ADMN SEC-PBSSM.

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Paschim Banga Samagra Shiksha Mission

A copy of set of guidelines along with this letter is given to concerned District Magistrates and District Inspector of Schools for further suitable coordination at the field level.

Encls: As Stated

Yours faithfully,



State Project Director, PBSSM

Memo no: 205 | 1 (C) | 203 / PBSSM / 2022 / Admn

Date: 15.10.2022

Copy forwarded for kind information and necessary action to:

1. Commissioner, School Education with a request to render assistance to respective Boards through DI/S for successful implementation of the programme.
2. District Magistrate (All Districts)
3. OSD to HMIC, School Education Department
4. District Inspector of Schools (PE)
5. District Inspector of Schools (SE)
6. PA to Principal Secretary, School Education Department


State Project Director, PBSSM

19.09.2022

Policy for

1. Formation of House system in Schools
2. Observation of Graduation Ceremony
3. Reading Habits
4. Ananda Parisat
5. Formation of Shishu Sansad

Department of School Education, Govt. of West Bengal

1. Formation of House system in Schools

Guidelines to be followed by HOIs:-

1. The House system promotes team spirit and a sense of belonging to the school.
2. It enables the senior students of the school to provide care and direction to their junior school mates.
3. The House system provides excellent opportunities for student leadership and peer group support.
4. Each child from grade 6 onwards may be inducted into the House system.
5. The House once awarded should not preferably be changed for at least for 3 years. However, it is left to the school authorities to decide on the matter.
6. Students should preferably continue to remain a member of the House during the stay in a particular school.
7. Each House should remain under the charge of a House Master/Mistress, who besides being a teacher, will be coordinating the activities of the assigned House and also shall be a link with other Houses.
8. Each House should also have a House Captain among the senior class students. She/he shall be the link among the pupils of the particular House and percolate the instructions of the House Master/ Mistress down the House and help him/her in implementation of various activities of the House.
9. The House Master/ Mistress will have the power to decide when and where to strike a balance between curricular and co-curricular activities of an individual pupil.
10. Both the House Master/ Mistress and House Captain will ensure that pupils identify themselves completely with their respective Houses.
11. Selection of House Master/ Mistress will be done by HOI of the school and the House Master/ Mistress shall in turn select the House Captain from among the House.
12. Intra House/Inter House healthy competition should be required to be held quarterly on various indoor or outdoor games, talent hunt, quiz, etc.

13. Each House should have one of its mandate in community participation and extension – "Each one - Teach one" – here few pupils from each House may spread/ share information in and around her/ his school about some pertinent issues like personal hygiene, functional literacy, environment, sustainable development, sanitation, alternative source of energy, usefulness of locally available nutritional basket etc.
14. Based on the cumulative performance of a House in academics, sports, curricular and other activities, it may be declared Champion House at the end of the year by the HOI.
15. Prizes may be awarded to individual winners (for extra ordinary/ exemplary achievement in any field as stated above in point 14 and thus bringing honour to the school) and the House concerned.
16. After admission, the House master will have the responsibility to orient the respective pupils on the aims and objectives of the House including the contribution of personality or whom the House is named.
17. A House may be named after historical personalities who have brought positive changes in the society e.g Raja Rammohon Roy House, Vivekananda House, Tagore house, Iswar Chandra Vidyasagar House, Subhas Chandra Bose House, Ram Krishna Paramhansa House, Sister Nibedita House, Mother Teresa house, Md. Mohasin House, Nazrul Islam House, Begum Rokeya House, Syed Ahmed Khan House, Dwijendralal Ray House, Satyajit Ray House, Sombhu Mitra House, Bidhan Chandra House, Jagadish Chandra House, Prafulla Chandra Ray House, SatyendraNath Bose House, Prasanta Chandra Mahalanobis House, Meghnad Saha House, Upendranath Vrahimachari House, Ronald Ross House, Mahendralal Sarkar House etc.
18. A District Committee consisting of Additional District Magistrate (Education), District education Officer, SSM, District Inspector of Schools (Secondary) should clear the names of the houses thus proposed by the schools. Similarly the Commissioner of School Education, District Education Officer, SSM, Joint Director of School Education and District Inspector of Schools (Secondary) would clear the names of the Houses for schools situated in Kolkata.

II. Observation of Graduation Ceremony

Guidelines to be followed by HOIs:

1. Every year Graduation Ceremony will be held on and from 2nd January i.e. Book Day onwards.
2. All promoted students are required to be felicitated on the 1st week of January as per convenience of the HOI but preferably the day following Book Day.
3. Class teachers will provide toffees/ candies, sweets, etc to welcome students in new classes.
4. Formal welcome address by class teacher.
5. Introduction of all students to the class teacher.
6. The HM/ TIC during assembly or the Class Teachers in each class may present an outline history or identity of the School and the amenities provided to the students by the State Govt. like books, school uniform, shoes, school bags, health facilities, mid day meal, and other class specific benefits and scholarships.
7. Photographs of all students to be pasted earmarking on the photo corner, including mentioning date of birth.
8. Class photograph with all pupils and the designated Class Teacher may also be taken every year and displayed in the photo corner.
9. A letter of appreciation signed by HOI may be offered to each of the students.
10. Nomination of class monitor, cultural monitor, sports monitor, MDM monitor, etc. may be done during these days.
11. Pairing of students for group learning is also to be done.
12. Sitting arrangement keeping in mind best academic interest to be done.
13. A documentation of the whole ceremony, in the form of Year Booklet, may be issued every year by each school.

III. Reading Habits

Reading is an essential skill for children to develop. It will not only help them learn new things but also make them better writers. Reading also helps children learn another language and helps them with their vocabulary. It also improves brain connectivity.

Guidelines to be followed:

1. Schools must encourage students from class V to X to develop reading habits beyond curriculum.
2. Students should be encouraged to read at least 1/2/3 books from Class V- VI/ VII- VIII/ IX- X per month.
3. Schools may display the names of students who have read a maximum number of books as stated above in a month, a suitable place in the school (central display board).
4. Such students should be awarded either by allowing them to speak on the books they have read or by allowing them to plant a tree sapling in the school campus etc.
5. School Librarians must be kept updated with quality books of the students of all levels and should be neat and clean.
6. HM/ TIC/ Teachers are at liberty to take innovative steps to encourage reading habits among the students.
7. Students of lower classes should be encouraged to visit school laboratories and ICT labs. It will provide them adequate exposure before they graduate to the higher classes.

IV. Ananda Parisar

Guideline to be followed:

1. Ananda Parisar would be the last period of each class of a particular week i.e. last period of each Saturday.
2. Ananda Parisar will be observed for students of Class I till Class X.
3. Ananda Parisar is proposed with following activities and objectives:
 - a. During this period, an informal interaction will take place between students and the Teachers.
 - b. Various activities to enhance soft skills e. g. Drawing, Painting, Singing, Drama/ Play, Planting tree sapling could be planned during this hour.
 - c. Objective is to enhance communication skills, confidence among the students.
 - d. Classrooms should be decorated with the photographs of the students.
 - e. Teacher's bio-data along with photographs may be displayed at suitable places in the classroom/ school.

V. Formation of Shishu Sansad

"For the children, by the children and of the children".

Background:

1. The outcome of nurturing a child in their nascent stage gets reflected in the overall personality of the child.
2. Shishu Sansad is one such initiative which will surely shape the lives of children.

About Shishu Sansad:

1. Shishu Sansad is a children's parliament run by the children and for children in which children may take an active part in shaping school as well as participate in school management, development, improvement and decision making.
2. Students from Class V till Class X are expected to participate in Shishu Sansad. Different assigned responsibilities e.g. ensuring cleanliness, safe drinking water by PHE Minister, upkeep of kitchen garden and cooked Mid - day meal by Food Minister, health and cleanliness of students by Health Minister, Prime Minister are a few examples which a school may follow.
3. These Shishu Sansad will surely help in all round development of students and bring out leadership qualities among students.
4. Shishu Sansad may also be guided in following activities:
 - a. Basic necessities of the schools.
 - b. Escorting visitors in the schools
 - c. Organizing morning assembly, synchronizing the students.
 - d. Maintaining proper queues of students during Mid - day Meal hours.
 - e. Publishing wall magazines.
 - f. Publishing news - letter depicting activities of students or school
 - g. Organizing debate on relevant issues beneficial for the holistic development of the students.

