

VIDYALAYA PLAN 2016 - 17

VIDYALAYA PROFILE

- 1 Name of KV : Kendriya Vidyalaya Nasik Road Camp
- 2 Secotr : Defence
- 3 Vidyalaya Building : Permanent but Primary block unsafe.Vidyalaya is running in two shifts.
- 4 Established in : 1963
- 5 Classes upto : XII
- 6 No. of sections Three per class
- 7 Stream Available : Science, Commerce, Humanities
- 8 Total Enrollment of the stdents : 1374
- 9 No of Sanctioned :
- a. Principal 1
- b. Vice Principal 1
- c. Head Master 1
- d. Teaching Staff 50
- e. Non-teaching staff 9
- 10 Vacancies PGT = 5 TGT = 4 PRT = 6 Sub Staff =1
PGT(Chem) PGT(Geo) PGT(Maths) PGT(Eco)PGT(Hindi)
TGT(Maths) TGT(Science) TGT(Sanskrit) TGT(Soc Sci)
PRTs- 6

11 Academic Result (2015 - 16)

Class	Pass %	PI / % of grades / % of students Scoring 75% and above		Remakrs
XII	90.54		62.06	28 out of 74
XI	92.68			13 out of 82
X	96.87			50 out of 97
IX	85.71			27 out of 133
VIII	100			32 out of 121
VII	100			36 out of 120
VI	100			47 out of 130
I - V	100			

- 12 March
- a. No of internal Audit Paras pending as on 31
- THREE
- b. No of AG audit Paras Pending as on 31 March
- THREE

c. No of of internal Audit Paras settled during 2016 - 17

compliance send for dropping all paras

d. No of AG Audit Paras settled during 2015 - 16

compliance send trough RO for dropping all paras

13 a. V V N Balance as on 31 March 2016

Rs 481

b. Approx. Estimation of Collection of V V N per Quarter

Rs 17 Lac

(I) Development and Maintenance of Infrastructural and Other Facilities

S.No	Activity / Program	Status	Planned / Achievement targets	Expected Date/Time of completion	key Result Areas	Programme of Action
1	Construction work					
	1 Construction of Ramp on Primary and Secondary wing Ground floor for Disabled	Constructed	-	-		
2	Special Repairs					
	1 Special repair of staff quarters	work in progress	All type II and Type III quarters will get a face lift	By Oct 2016		
	2 New Sewage Line making for quarters	Not started yet	The old sewage line which is causing problem will be replaced by a new one	By Oct 2016		
	3 Construction for additional toilet for girls	work in progress	six toilets & two baths to be constructed	By Aug 2016		
	4 Repairs in main building	Regularly done	Will be ensured as per need	Through out the academic session		
	5 Demolition of Primary building	Fresh proposal to be sent to KVS again	Proposal for demolition and reconstruction to be sent to KVS	By 30th Sept 2016		

	6 Mathematical Garden	Yet to be made	shall be discussed in VMC	will be taken up depending on fund position		
	7 BALA(Buildings Learning Aid)	Not initiated yet	shall be discussed in VMC	will be taken up depending on fund position	-	-
3	Regular Annual Repairs					
	1 White Wash Paint	Class rooms done in the month of December 2015 Painting of Corridors and one side wall remains	will be done as per availability of funds availability of fund	Dec-16	-	
4	Maintenance of Infrastructural Facilities					
	1 Maintaenance of Children Park, Water Cooler, Acs Garden	Being maintained	-	-	-	-
5	Procurement of Service					
	1 Conservancy	Engaged	-	-	-	-
	2 Security	Engaged				
	3 Gardening	Engaged				
	4 Printing	Engaged				
	5 AMC Computer	Not done	Shall be done depending upon availability of fund	By Aug 2016		

	6 AMC Other Gadget	Not done	Shall be done depending upon availability of fund	By Aug 2016		
6	Cleanliness					
	1 Toilets	Cleaned every day and kept clean every time	-	Through out the year	-	-
	2 Drinking Water Area	Kept clean at all time	-	Through out the year	-	-
	3 Corridors	Swept Twice a day	-	Through out the year	-	-
	4 Class Rooms	Swept Twice a day	-	Through out the year	-	-
	5 School Ground	Kept clean at all time	-	Through out the year	-	-
7	Development of Garder					
	1 Botanical Garden	To be developed more	Plants will be added with the guidance of PGT Bio	Aug-16	-	-
	2 Flower Garden	Developed	Plants will be added with the guidance of PGT Bio	Aug-16	-	-
8	Development of Play Ground, Children Park, BS & G Corner, NCC Corner, Activity Room, Resource Room, Maths Lab, JSL etc.					
	1 Play Ground	Big Play ground available	Will be maintained properly	through out the year		
	2 Children Park	Has Been Developed at the entrance of Vidyalaya	Will be maintained properly	through out the year		
	3 BS & G Corner	Yet to be developed	Will be developed	By Sept 2016		

	4 Activity Room	existing and being utilized fruitfully	Will be maintained properly	through out the year		
	5 Resource Room	existing and being utilized fruitfully	Will be maintained properly	through out the year		
	6 Maths Lab	To be developed	No vacant room available			
	7 Junior Science Lab	Items are purchased but due to shortage of class rooms, Jr.Sci.Lab does not exist. And activities are done in classrooms.				
9	Purchase of lab equipment, Consumables, Computer and Accessories, Generator, ACs, Coolers, Stationary, Audio-visual Aids.					
	1 Purchase of lab Equipments, Consumables, Computer and accessories, Stationary, furniture etc.	Purchased as and when required. Sufficient no of computers available				
	2 Purchase of Generator	Purchased in 2016				
	3 Purchase of Acs	Only in computer lab. Few more need to be added	As and when funds are available	By Feb 2017		
	4 Purchase of Audio-video Aids	Purchased as and when required	Will be purchased if required and if funds are available	By Sept.2016		
	5 Purchase of water cooler	Already exists				
	6 Purcuse of water Purifier	Already Exists and R.O.Plant required	Will be purchased if required and if funds are available	By Dec 2016		

--	--	--	--	--	--	--

10	Purchase requirements to Sports, SUPW, Art, Music, Yoga					
	1 Sports, SUPW, Art, Music, Yoga	Purchased as and when required.	Purchase will be made for sports and yoga	By Aug 2016		
11	Purchase of Library Books, Journals, News Papers etc.					
	1 Books	Purchased as and when required.	Requirements will be collected and purchases will be made	By Sept 2016		
	2 Journals / Magazines	Purchased regularly through subscription	will be continued	Through out the year		
	3 Newspapers	Purchased regularly through subscription	will be continued	Through out the year		
12	Stock Verification					
	1 Annual Stock Verification	Done for the year 2015 - 16				
13	Condemnation					
	1 Condemnation of furniture and other unserviceable goods	Proposal pending with RO	Will be Completed and auction will be done for the year 2015 - 16 once approved	Sep-16	Approval received and in May 2016 Auction done. Completed in June 2016	
14	Plantation					

	1 Plantaion	Done	More will be done in August	Aug-16		
	2 Beautificaoin (Flowers etc)	Done	More will be done in August	Aug-16		
15	Development/ Improvement of Abience					
	1 BALA (Building as Learning Aid)	Not started yet	will be discused in VEC and approval for funds will be taken	By Feb 2017		
	2 White wash and Painitng	Done in Dec 2015				
16	Provision of Basic Amenities - Drinking water, Toilets, Fire Safety, Barrier free Accessibility					
	1 Drinking Water	Yes				
	2 Toilets	Sufficients number of toilets for boys and girls. One under construction for girs				
	3 Fire Safety Precautions	Fire Exstingushers refiled timely . Fire safety drill was done in 2015 -16	Fire safety drill	By Sept 2016		
	4 Barrier free Access	Yes Available				
17	Procurment of Internet / Broad Band facilitiy					
	1 Internet / Broad Band	Yes Available				
	2 Toilets	Sufficients number of toilets for boys and girls. One under construction for girs	One additional toilet will be made available to girls	By Sept 2016		
	3 Fire Safety Precautions	Fire Exstingushers refilled timely . Fire safety drill was done in 2015 - 16	Fire safety drill	By Sept 2016		

	4 Barrier free Access	Yes Available				
--	-----------------------	---------------	--	--	--	--

(II) Academic and Related Activities

S.No	Activity / Program	Status	Planned / Achived/Target	Expected Date/Time of completion	key Result Areas	Programme of Action
	Allotment of Duties	Done		Apr-16		
	Formation of Committies	Done		Apr-16		
	Formation of Time Table	Prepared and circulated in April 2016				
	Syllabus to all the Teachers	Given				
	Splitup Syllabus	Given and noted in teachers diaries				
	Planning Compulsory activities lesson wise in all subjects and in all classes	Activites planned, Lesson wise in all subject in all classes				
7	Planning of class-wise and month-wise activities					
	1 Spoken English	Bing stressed upon and among both student as well as teachers	Workshop for teachers will be conducted one per quarter	Once in every quarter		
	2 Computer Instruction	Instrctor to be appointed	Two computer instrctor appointed	By April 2016	Done	
	3 Art					
	4 Sports	Vidyalaya has one PET	Coaches will be Appointed to train students in different games	Apr-16	Done	
	5 Music	Vidyalaya has one music teacher	subject will be taught as per kvs schedule	Through out the year		
	6 SUPW	vidyalaya has SUPW teacher	subject will be taught as per kvs schedule	Through out the year		
	7 Yoga	Yoga teacher Appointed				

	8 Dance	no expert hands available	a coach will be appointed	By April 2016	Done	
8	Planning Library Activity	is done regularly	Activities will be planned as per schedule	By April 2016	Done	
9	Fixation of School-wise and Subject-wise targets of academeic results	School wise target 100 %				
10	Fixation of school-wise targets in academic subjects both interms	100%				
11	Fixation of school-wise target in non-academics reas and misc-subjects	100%				
12	Fixation of class and subject-wise targets for non-academics subjects and misc subjects	100%				
13	Class Room supervision by Principal, Vice Principal, Head Master	2 Classes every day	classes will be supervised by principal,vice principal and head master	Through out the year		
14	General Supervision by Principal	Done Regularly	will be supervised properly with special emphases on cleanliness, sports and academics	Through out the year		
15	Plan - CCA	planned and implemented properly		Through out the year		
16	Plan - sports activity	Sports activity planeed and effectively implemented		Through out the year		
17	Plan - CMP and EQUIP	Planned and executed regularly		Through out the year		

18	Plan - to meet the requirements per the benchmark in labs	Yet to be done	will be done conditions to availability of funds	By Feb 2017		
19	Examination Schedule	Followed as per KVS(RO) & CBSE guidelines	To be conducted smoothly and fairly	Through out the year		
20	CCE Schedule	Followed as per KVS(RO) & CBSE guidelines	To be conducted smoothly and fairly	Through out the year		
21	Plan - Adventure Activities	Not Done	will be done conditions to availability of funds	Feb-17		
22	Plan - BS & G Activities	Planned		Through out the year		
23	Plan - NCC Activities	Not Available	Not Available			
24	Division of students into houses	Done in 4 houses				
25	Formation of clubs	Done 5 clubs formed				
26	Planning for					
	1 Annual Day	Celebrated on 28th April 2016				
	2 Sports Day	Planned in the month of Sept 2016				
	3 Open Day	Planned after every UT, HLY and Pre Board Exam				
	4 Science Exhibition	yet to be done		By 31st July 2016		
	5 Art Exhibition	yet to be done		on 15th August		
	6 SUPW Exhibition	yet to be done		on 15th August		
	7 Music Exhibition	yet to be done		on 15th August		

	8 Yog Exhibition	yet to be done		on 15th August		
	9 Sports Exhibition	yet to be done		on 15th August		
	10 Photo Exhibition	yet to be done		on 15th August		
27	Planning for VMC Meeting	Not done yet	Thrice a year in July, Nov and Feb	As per schedule		
28	Planing for PTA Meeting	2 meetings for each class- before HLY and SEE			One meeting each Class IX and X done in July 2016	
29	Distribution of students and teachers diaries	To be distributed	Diaries will be distributed as per calendar	In April 2016	Done	
30	Identification of slow bloomers and Bright Students	To be done	Will be done as per schedule	In April 2016	Done	
31	Remedial Action and Study Camps	Remedial Clases conducted for slow Bloomers		Through out the year		
32	In-House Training	Work given in CCE and spoken English activites and typing work given in unicode	One workshop in spoken English and one in Hindi every quarter	every quarter		
33	Conducting staff meeting, demonstration lesson, subject committee meetings, training session, specific work committee meetings	on the last day of each month and intermittent as and when required	Will be done regularly	Through out the year		
34	Prinintg of Vidyalya magazine and news letter	Magazing for 2015 - 16 under printing, newsletter printed				
35	Health Checkup of the students	Done Regularly	1st in July and 2nd in Feb 17		ist check up is being done in July	

36	Planning of educationla Trip	note planned due to paucity of funds	shall be done as per availablity of fund	Jan-17		
37	Planning of Youth Parliament, CMP andE QUIP Meeting	CMP and EQUIP meeting planned and executed in 2015-16	Will be done regularly as per schedule	Through out the year		
38	Planninf of ASL, OTBA	Being done as per schecule				
39	Issu of Awards/Merit Certificate	Issued from Time to Time	On sports day and annual day			
40	Appreciation of Good Work	Done by principal for deserving staff and students on Annual Day in April'16				
41	Moral Education/Value education	Talk by counsellor and teachers				
42	Environment Awareness	स्वच्छता अभियान carried out awarness about pollution created by skit by students sudents are made to mae notes of two pages in their note books				
43	Talks by Experts	Arranged as per need	Talks by psychlogist and doctors will be arranged	By Sept 2016		
44	Guidance and Counseling services	Are effective	Counselor will be engaged	By April 2016	Done	
45	Awareness of important issues and current affairs	done through Assembly		Through out the year		

46	Special coaching of students to various sports and games competitions, olympiads, CCA Activities, Special Days etc	Yes in basket ball, Hockey	Coaches will be Appointed	By April 2016	Done	
47	Conducting of Bridge Course	Conducted for upper primary in April				
48	Conducting school readiness programme to class students	Done in April				
49	Morning Assembly	Being conducted class wise to encourage mas participation		through out the year		
50	Class for MPT, BS & G	Every Tuesday & Friday after Assembly				
51	Utilization of Extra 1 hour 20 Minutes	not done in school, 15 mins in morning & 15 mins in evening				

(III)

Financial Administration

S.No	Activity / Program	Status	Planned / Achived/Target	Expected Date/Time of completion	key Result Areas	Programme of Action
1	Planning of Activites	Planned	Purchase to be done for activity	Sep-16		
2	Taking Requirments form each department	Done in April 2016				
4	Peparation of Budget- VVN	Done in April 2017				
5	Reappropriation of Budget where ever required	Done in April 2018				
6	Pre-Approval from RO Where Required	Done in April 2019				
8	Plan - Collection of Fees					
9	Settlement of Internal Audit					
10	Settlement of AG Audit Para					
11	Payment of Pay and Allownces					

12	Purchase Procedures for purchase of item and Services					
----	---	--	--	--	--	--

(IV) Other Administrative Works

S.No	Activity / Program	Status	Planned / Achived/Target	Expected Date/Time of completion	key Result Areas	Programme of Action
1	Appointment of part time teachers	Done				
2	Sending Teachers to inservice Course	done regularly	Will be done regulary in 2016 - 17	As per kvs schedule		
3	Sending List-selection Scale/ Sr. Scale/ Confirmantion/MACP of staff	done regularly	Will be done regulary in 2016 - 18	As per kvs schedule		
4	Maintenance of sercie Record	done regularly	Will be done regulary in 2016 - 19	As per kvs schedule		
5	Submission of proposal of staff streanght	done regularly	Will be done regulary in 2016 - 20	As per kvs schedule		
6	Writign APARs. Probation Reports	done regularly	Will be done regulary in 2016 - 21	As per kvs schedule		
7	Forwarding Application for transfer personal	done regularly	Will be done regulary in 2016 - 22	As per kvs schedule		
8	Proposals for Awards	done regularly	Will be done regulary in 2016 - 23	As per kvs schedule		
9	Conducting admission	done regularly	Will be done regulary in 2016 - 24	As per kvs schedule		
10	Formation and conducting students council	Done in 2015-16	for 2016-17 shall be doe in July			
11	Rajbhasha Activites	done regularly	will be done regulary	As per kvs schedule		
12	Issue of ID Cards to students and staff members	Yet to be done	Under Work	Shall be doen by Aug		
13	Income tax related work	done regularly	Will be done regulary in 2016 - 17	As per schedule		

14	Website Maintenance	regularly done	will be done twice a month	15th and 30th of every month		
15	Issue of Transfer Certificates	Done as and when required				
16	Enrollments of students of examination and olympiads etc	Enrollment from pr IMO in work	will be done as per schedule			
17	Arrangements of Escorts	Done, Teacher incharge in fair as and when required				
18	Annual Academic Inspection	Done for the year 2015 - 16				
19	Visits of Various High Officers	Not visited yet				
20	Conducting Internal and AG Audits	Done up to 2015				
21	Maintenance of Records	Done Properly				
22	Printign and Distribution of study material	Done as and when required				
23	Conducting Accreditation process of the Vidyalaya	Not Done Yet	Con not be done until primary block is reconstructed			
24	RTE	Admission done				
25	RTI	Timely disposed of		within one month of RTI is found		