

**Government of Jammu & Kashmir
DIRECTORATE OF SCHOOL EDUCATION, JAMMU**

Subject: Establishment of Winter Tutorials for the year 2020-21.

ORDER No.: 480 -DSEJ of 2020

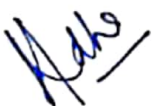
Dated : 24.12.2020

In compliance with the instructions to run winter tutorials for class 11th & 12th and online classes for all classes by strictly adhering the SOPs of Covid-19, issued vide Government Order No. 277-Edu-of 2020 dated 11.12.2020, it is enjoined upon all the Chief Education Officers of Jammu Division to start the "Winter Tutorials" by identifying sufficient number of centers for special winter coaching tutorials for class 11th & 12th in all the zones preferably in all HSS for which necessary infrastructural & logistic arrangements including heating and seating arrangements are to be arranged by the concerned Head of School along-with nomination for deployment of well qualified and experienced teaching staff as well as supporting staff for smooth conduct of these special coaching classes during the winter break. In case of deficiency of subject specific teaching staff, the concerned ZEOs may also be consulted.

The winter tutorials shall run in office mode as well as online through SARAL App to cater the students desirous to join in online mode. DSEJ's Online Education App -SARAL shall be used for conducting online classes covering all classes.

In view of the above it is hereby ordered that;

1. The Chief Education Officers shall issue necessary orders in favor of staff to be engaged to run winter classes with intimation to this office.
2. The Chief Education Officers shall constitute sufficient number of teams to ensure periodic review of the teaching learning process.
3. The Head of the schools shall be nominated as overall incharges of the centres.
4. Each subject teacher has to attend at least two periods per day & there should be 25 students per class in each winter tutorial.
5. The class in each tutorial shall commence w.e.f 1st of January 2021 to the end of the winter break subject to further orders for closure of such winter tutorials by the concerned CEOs and timing shall be 11:00am to 2:30pm.



6. The DRGs & DNOs of winter tutorials shall keep liason with the concerned CEO & head of school for successful conduct of winter tutorials and the necessary compliance report must be submitted to this office through concerned CEOs.
7. The Chief Education Officers shall direct all the Zonal Education Officers and concerned Head of Schools to manage for infrastructural and logistic arrangements in the identified centres by debiting the expenditure to the School Grant or Local Funds subject to completion of codal formalities as under rule.
8. The winter classes shall focus on development of learning competencies and hard spots rather than routine classroom transactions, each Head of the School of the identified/working winter tutorials need to keep the records of the assessments etc available for monitoring purposes.
9. The District Monitoring & Mentoring Committees shall supervise the functioning of winter tutorials.
10. The officers/officials retained for conduct of winter tutorials during winter vacations shall be entitled for incentives (proportionate earned leave) in terms of Rule 27 of the Jammu and Kashmir civil services Leave rules, 1979 subject to the condition that, list of faculty/staff engaged for the purpose is approved by this Directorate.

Nomination of District Co-ordinators for winter tutorials

S.No.	District	Name of the Officer/Official	Designation with Place of Posting	Contact No.
1.	Kathua	Paawan Vivek	DRG DIET Kathua	9419150308
2.	Kishtwar	Mehboob Ahmed	Lecturer DIET Kishtwar	9797358187
3.	Udhampur	Brahm Dutt	Master HS Kameldanga	9419156297
4.	Poonch	Harish Kumar	DRG DIET Poonch	9622250165
5.	Rajouri	Ankur Gupta	DRG DIET Rajouri	9419170245
6.	Ramban	Nazir Ahmed Itoo	DRG DIET Banihal Ramban	7006012391
7.	Reasi	Akta Khajuria	DRG DIET Reasi	9797301335
8.	Doda	Sohail Raja Wani	DRG CEO Office Doda	9419948222

District Coordinators in consultation with the Divisional Coordinator shall draft one google form link to capture the details of desirous out going students who have appeared/passed 12th class examination willing for additional coaching for competitive exams like NEET/JEE/NTSE and allied examinations on the pattern of super-50 coaching centres to be run in both online and offline mode as feasible. The Chief Education Officers shall workout the strategies for smooth functioning of such special winter coaching centers wherein students will be enrolled as per merit at District level.

Handwritten signature

All the Chief Education Officers across the Jammu division are directed to submit the information regarding establishment of winter tutorials as per the formats reflected as under.

A. Format for Identification of schools to run winter tutorials:

S. No.	Name of identified school for Winter Tutorial	Classes to be run	Name of School Head	Contact No. of Head of School	Name of subject-stream (only for 11 th /12 th)	Whether school designated as centre for super-50 (Yes/No)

B. Format for proposal of Staff to be deployed:

S. No.	Name of the school (Winter Tutorial)	Name of the Faculty Officer/ Official	Desig.	Place of posting	Qual.	Purpose/ Subject for which to be engaged	Contact No.

District Co-ordinators shall furnish requisite information in hard and soft copy to Ms Tapasya Sharma Lecturer JKSCERT, Jammu (Divisional Co-ordinator winter tutorial) on mail id dse.jammu@jk.gov.in with cc tapasyajamwal@gmail.com by or before 28th Dec. 2020. The Divisional Co-ordinator winter tutorial shall draft a google form to capture the progress in each functional centre to be shared with the concerned heads of schools.

Melha
24/12/2020
(Anuradha Gupta) KAS
Director School Education,
Jammu

No.DSEJ/Gen./ 38308-336 Dated: 24.12.2020

Copy to the:

- Administrative Secretary to the Government, School Education Department, Civil Secretariat, Jammu for favour of kind information.
- Joint Directors (all) information and n/a.
- Chief Education Officer (s) _____ (all), Winter Zone of Jammu Division for information and n/a.
- Principals DIET(s) _____ (all), Winter Zone of Jammu Division for information and n/a.
- I/C website DSE, Jammu to upload on official website of this Directorate.