

GOVERNMENT OF JAMMU & KASHMIR
DIRECTORATE OF SCHOOL EDUCATION JAMMU

Sub: Advisory for Private Schools and Parents of School going children.

In terms of Govt order No 55 –JK (DMRRR) of 2020 dated 19.05.2020, online/Distance Education is to be continued. Therefore, need is felt for issuing advisory to Private Schools as well as Parents of School going Children to keep some important aspects in mind while continuing with the online/distance education.

Advisory for Private Schools: -

- 1- All Private Schools affiliated to any educational Board shall compile the data of their students who have accessibility to internet through smart phones/laptops etc. and those who don't have access to internet facility but have TV in their homes. Similar data should also be prepared in respect of students who have neither internet facility nor TV but only simple phone or don't even have any phone. The abstract of the information on the following format may be shared with the directorate: -

S.No.	No. of students having internet facility at home	No. of students not having internet but have TV	No. of students having only simple phone	No. of students having none of these facilities
1	2	3	4	5

- 2- Simultaneously, all Private Schools shall lay down mechanism for providing education to their students through alternative methods as per the availability of facilities with the latter. The same be uploaded on their websites and shared with the directorate.
- 3- In case of online education, the Private Schools shall not take regular classes of long duration everyday which may have ill effects on the health of the children. They may devise a schedule for online, interactive classes in consultation with the representatives of Parents Association of their schools.

4- Schools should not focus on quick completion of syllabus. The Government is seized of the extraordinary circumstances and suitable decision regarding revision of academic calendar in consultation with the concerned Boards can be considered later. In the meantime, as suggested by the alternative calendar issued by NCERT and the pattern also being followed by the DSEJ Home Classes being run by the Directorate, all private schools are advised not to be in a hurry to complete the syllabus by sending videos in large number and holding long classes through Zoom/Google etc only limited number of videos should be sent and the children be asked to go through the videos and to try to understand the concepts. They should be encouraged to write down their doubts which can be clarified by the concerned teachers in the whatsapp groups of classes. The duration of online classes be decided mutually with the parents in the light of advice of doctors/experts on the subject. Therefore, emphasis should be given on making the children understand basic concepts through self learning and activities which can be done by the students at home. There is rich e-content developed by NCERT, CBSE, JKBOSE which is easily available on internet, links are also available on our website www.schedujammu.nic.in. The content available on DSEJ Home-classes which is strictly as per curriculum of JKBOSE can also be accessed by schools which have not developed their own e-content. It is suggested that schools can focus on areas which don't require regular online classes. For example: -

- i) Vocabulary development in English, Hindi, Urdu and one regional language.
- ii) Communication skills – written & oral
- iii) Table learning
- iv) Basic arithmetic
- v) Knowledge about local history & heritage
- vi) Knowledge about our pairing State under EBSB i.e. Tamil-Nadu
- vii) Fitness routine for kids of different age groups

The list is suggestive and schools can make their own programmes.

5- All private schools shall nominate one official or a group of officials for formal registration of the grievances of the parents of their students and redress them in a time bound manner strictly in the light of Government order, rules and regulations. In case the schools are not able to redress the grievance within the time notified by the school, parents can complaint to the directorate along with documentary proof.

- 6- The schools shall also display on their websites the fee structure of 2019-20 and tuition fee being taken for the year 2020-21. In terms of Government order No. 100-Edu of 2020 dated 30-03-2020 followed by circular instructions vide No. 1-Edu of 2020 dated 14-05-2020, no fee except tuition fee shall be charged for the lockdown period. For transport fee, Government order shall be issued separately till then no transport fee shall be charged.
- 7- If any parent has already deposited any fee except tuition fee for the lockdown period, it shall be adjusted by the school in the fees payable for next months.
- 8- All Schools shall notify through their website only the list of subjects and books prescribed by the Board to which they are affiliated. No other subject or book shall be made mandatory. Under no circumstances, any school shall ask parents to buy books from a particular bookshop. The list of authorized book dealers selling the books of different boards shall be made available on our departmental website shortly. The parents should be told to buy books from any of these.
10. The Schools shall strictly follow the guidelines contained in Government order No. **103-Edu of 2020 dated 16.04.2020**. Therefore, no school shall prescribe or ask any parent to buy books for pre-primary classes (Nursery/LKG/UKG). Schools shall send activity based learning modules to children of classes 1st & 2nd for learning by doing. However, the care shall be taken that only things normally available in homes should be required to be used in such activities. There shall be no mandatory homework for any child of any class. Assignments/homework given to any child shall not be forced or made mandatory. Parents may be involved in decisions on these matters as well.
11. The provisions contained in circular No. 1-Edu of 2020 dated 14.05.2020 and Govt. order No.103-Edu of 2020 dated 16.04.2020 shall be strictly adhered to.
12. All private schools shall convey phone numbers of one authorized representative who shall be added in telegram groups to be created by the directorate. Any grievance of parents shall be posted in the group for immediate response. If the clarification is not accepted by the directorate, formal legal procedure for the redressal of grievances shall be initiated separately.
13. Private schools shall activate the parents associations of their schools which must consist of one parent of each student enrolled in their schools. The Parents Associations be asked to nominate at least ten members through consensus or election through online mode. The

schools may devise a mechanism to take written consent/ nomination of each parent. These ten members shall be associated by the management committees of all private schools in important decisions.

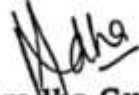
14. All Private schools affiliated to any educational board are advised to fill in the details on the departmental portal and also apply for recognition certificate if these don't already have it. All pre primary schools functioning without permission must immediately apply for the same within fifteen days failing which they shall not be allowed to function.

Advisory for Parents: -

- 1- It is suggested that all parents who are at home and /or working from home should supervise what the schools are teaching through online mode. Parents may take care that the child should not spend more than 5/6 hrs on Internet/TV. After watching the video which could be at the most 15-20 minutes, the child be encouraged to note down what he or she has understood and also activities which can be done by the students at home. Moreover, the child should be encouraged to write down doubts which can later be got clarified by the Teachers in whatsapp group and wherever possible, the parents may also find time to teach their children. There is rich e-content developed by NCERT, CBSE, JKBOSE which is easily available on internet. Links are also available on our website www.schedujammu.nic.in.
- 2- The online/distance education being conducted by the directorate of School Education, Jammu is also available for children other than those studying in Government Schools. It is suggested that such parents willing to avail of the benefit of online/distance education of directorate can get their children registered provisionally with the directorate. The link for the registration shall be made available shortly on the departmental website. After the schools reopen and the formal admission process begins, they shall be at liberty to continue with the Government Schools or take admission in the Private Schools of their choice. No Private School shall deny admission to such children only on the pretext that they got themselves enrolled for the government online education.
- 3- Any grievance of the parents supported with documentary proof can be sent on the grievance redressal portal "**Samadhan**" which shall be processed by the department in time bound manner. The complaints can also be sent on email dsejammu.yahoo.in
- 4- It is not mandatory for the parents to buy books from any particular bookshop. The list of authorized book dealers shall be made available on

the website of the directorate. The parents are at liberty to purchase from any of them.

- 5- One parent of each student enrolled in private schools shall become member of the Parents Association of that school. Such Parents Association shall nominate 10 members through consensus / election who shall be associated by the school management committee while taking important decisions. All parents are advised to approach the school for inclusion of their names in the Parents Association.
- 6- Separate advisories being issued by the counselling cell of the directorate of school education, Jammu may be adhered to in the interest of students. For any query, students or parents can call on Helpline '**Aao Baat Karein'** **6006800068**.


(Anuradha Gupta) KAS
Director School Education
Jammu

No:DSEJ/Pvt/10852-68

Dated:19-05-2020

Copy to the: -

- 1- Principal Secretary to Government, School Education Department, Civil Secretariat, J&K for information.
- 2- OSD to Advisor (S) for information of the Hon'ble Advisor.
- 3- Joint Director J/K/S, Joint Director Udhampur/Reasi, Joint Director Doda/Kishtwar/Ramban, Joint Director Rajouri/Poonch for information and n/action
- 4- Chief Education officers_____(All) for information and n/action. They shall ensure its circulation/information to all Schools (Private/Government) & Parents/Students in their respective districts.
- 5- I/c Computer Section for its uploading on official website.