

E-MAIL

Tele: 2346

AWES Cell
c/o AG's Branch
HQ Eastern Comd
PIN-908542
c/o 99 APO

202999/27/Gen/AWES

27 Nov 2019

Dir School
HQ AWES, Delhi Cantt - 10

SHARING OF BEST PRACTICES

1. Please ref your e-mail dt 26 Nov 2019.
2. Consolidated list of best practices has already been fwd vide our letter No 202999/27/Gen/AWES dt 18 Nov 2019.
3. School wise details are encl herewith as desired please.



(Sujit Dutta)
Col (Retd)
Dir AWES
for Chairman Bd of Adm

Encls : As above.

BEST PRACTICES : ACADEMIC

APS Kolkata

1. Saturdays devoted to practical classes in laboratories for CI-XII. This practice enables students to focus completely on theory lessons during the week.

APS Jorhat

2. After completing every chapter, chapter based questions along with board questions and extra questions are discussed in class X and XII. Home assignments are given where the students are asked to solve questions and these are properly evaluated and discussed in the class again.

3. Wednesday Test and Class Test are conducted for the classes I- XII in addition to the periodical exams as prescribed by CBSE. On the basis of their performance in different tests, weak areas of the students are identified and accordingly taken care of.

4. Counseling by Chairman, Principal, Teachers and counselor. To keep the children motivated and focused, counselling sessions are conducted from time to time.

5. Extra classes are conducted for CI-X and CI-XII during summer, autumn, and winter vacation. For this a special time table is prepared for the duration of one hour per subject. Home assignments are given for all subjects based on 10 years question papers from the syllabus completed till the time. The same is discussed after school reopens.

6. Teachers plan their lessons so that it is completed by 30th Oct.2019.

7. Micro teaching is done.

8. Educational tours are conducted to acquaint the learners with hand on experience as well as to enhance life skills.

9. Peer learning method is adopted.

10. In primary wing English lab is used to enhance the language skills of the students.

11. Practical based classes are conducted in a customized resource room for subjects like EVS & Maths.

12. The class toppers are given opportunity to share their method of preparation for the exam in the morning assembly.

APS Sukna

13. Two sets of computerized question paper alongwith marking scheme as per CBSE guidelines starting from CI-I onwards.

14. House visit by the CI teachers, Subject Teacher and School Counsellor for the Board Examinees who are weak in studies. This motivates the students and they perform better in exam.

16. Extra classes organised during assembly time.
17. Last ten years' sample papers are discussed and solved in the class in all subjects.
18. Special PTMs for the Classes X and XII students.
19. Teachers held the students during their home study also by guiding them using Whats app.
20. Pattern of question paper and the art of giving answers are discuss and practiced.
21. Remedial classes for under achievers.
22. Preparing home time table for effective learning.
23. Helping students in organising notes and re-reading of the notes.
24. Providing individual attention during extra classes especially to under achievers.

APS Bagrakote

25. The students learn two new words from English / Hindi / Sanskrit every day at school. The increases their vocabulary and they improve their language skill.

APS Binnaguri

26. **Exam-Oriented Teaching.** Emphasizing on common topics from where Board questions are set, identified by teachers, revised and thoroughly taught so that all category learners can attempt and answer them all.

27. **Subject Wise Ready Reckoner.** A ready reckoner, as suggested by AWES, to be followed by Subject Teachers and to be shared with students after Pre-Board Examination.

APS Basistha

28. Children bring one rough copy / register to school, where period wise work is done in school. A weekly submission time table has been given for each subject. This necessitates regular recapitulation at home, of all the work done in school period wise.

29. Adoption of board students by subject teachers, for paying individual attention to students is also practiced in the school. Groups of five to six children are given to each teacher, who then keeps stock of the progress each adopted child in making in all subjects and child is studying. The adopting teacher discusses the pedagogy being followed by the subject teacher during classroom transactions and advises the subject teachers regarding the best approach to bring out the best in the child.

APS Barrackpore

30. Learners are divided into groups as per their cognitive ability and special classes are being catered as per their cognitive needs.
31. Learners are also divided in groups according to their merit and special classes are arranged to enable them practice critical thinking questions, high order thinking questions are as well as out of the box solutions.
32. Group discussion and interactive sessions on subject topics are undertaken to help learners express their own ideas and thoughts confidently.
33. Activities based on topics are taken to motivate the learners and enable them to analyse and comprehend topics.
34. Surprise test in capsule form are taken to assess learners and enable them to analyse and comprehend topics.
35. Surprise test in capsule form are taken to assess learner's application and analytical skills especially in subjects like MATHS, SCIENCE and SST.
36. Short revisions both oral and written are conducted from time to time to check the students level of understanding and enforce practice as per requirement.
37. The work of the week "A strategic method is used systematically to improve the vocabulary of the students. An important English word is chosen which is displayed on the Green board alongwith its antonyms and synonyms which changed every week thus enriching the students vocabulary.
38. Capsule assignments are provided for testing the improvement level / comprehending skills.
39. Three years Unit Test Papers are given to the students for solving.
40. Three years Half Yearly Papers are given to the students for solving.
41. Objective questions are given chapter wise and solved by the students.
42. Weekly tests are conducted on various chapters.

APS Kalimpong

43. Regular remedial classes for slow bloomers and new comers thrice a week for an hour.
44. Coaching classes for classes IX & X during Summer break and Winter break.
45. Computer Classes for the students from Classes I to X twice a week.
46. **DEAR Period.** "Drop Everything and Read" every day for 15 minutes.

BEST PRACTICES : ADM

APS Binnaguri

1. Hobby classes are conducted twice a week in various activities.

APS Panagarh

2. School gardening project by the students.
3. **First Aid**. Awareness raising and demonstration.

APS Kolkata

4. To ensure safety and security of students teachers escort them to the Bus Bay both during arrival and departure every day.
5. CCTVs have been installed in every classroom to ensure safety and security.
6. A PA system with speakers has been installed in every classroom for easy communication from the administrative staff.
7. Expert talks for students on important issues like safety & security, health & hygiene, cyber security etc.

APS Tezpur

8. Yoga & Meditation sessions under expert guidance from time to time.
9. Community services rendered by students and teachers like visiting orphanages, old age homes, providing relief to flood victims.

APS Jorhat

10. Biometric attendance for monitoring timely arrival & departure of staff.
11. Heavy duty RO plant installed to overcome the scarcity of drinking water.
12. Orientation workshop for administrative staff.

APS Sukna

13. A copy of do's and don'ts is given to the students and also displayed on the notice board.
14. Checking of uniform, hair etc on every Monday by the teacher and prefects and random checking in between by discipline in-charges.
15. Career and personalitv development orientation programmes for students are

16. Education Excursions and Trips are organised.
17. Encouraging children to participate in interschool events organised by resource centres.
18. Giving responsibilities to the NCC cdt's and appointment holders to organise the school programmes under supervision and guidance of the teachers.
19. Organising exhibition for all subjects & talent hunt in the school.

APS Bagrakote

20. Intro of Life Skill room and skill development lessons such as "English Dialogue", "Interview in English" are regularly conducted to improve the spoken English of the students. The students are taught day to day skills such "Sewing a button", "Hemming a border", "Making a Button hole", "Ironing clothes", "Polishing Shoe" etc.

21. "Meet a Professional" program has commenced, wherein professionals from all the fields are invited to school to interact with the students. These professionals interact with the students and inspire them through their life stories.

APS Binnaguri

22. **Introduction of Compulsory Hobby Classes.** For the students of CI-I to CI-VIII, Martial Arts, Musical Instrumental and Dance Classes are made available within the schedule school time.

23. **Training by Professional Coaches.** Coaches from various units are invited to conduct the sports practice within School hours.

APS Darjeeling

24. Inculcation of reading habit through **reading corners** in the primary classrooms and book reading assignment for the students of CI-VI to CI-IX.

25. Co-Curricular activities conducted every week to nurture leadership quality and team spirit amongst the students.

26. Special Assemblies (Celebration of Environment Week, Value based topic etc) are org.

APS Kalimpong

27. Karate and Violin classes for students after school hours.