

**GOVERNMENT OF JAMMU & KASHMIR
DIRECTORATE OF SCHOOL EDUCATION
KASHMIR**

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**Subject:- Functioning of Higher Secondary Schools of Kashmir
Division.**

C I R C U L A R

In order to ensure that students enrolled/ studying in Higher Sec. Schools in Kashmir Division are provided conducive environment for achieving their educational goals, the concerned Principals of Higher Sec. Schools have to act as torch bearers in guiding the students, in right perspective, for achieving desired goals of their life. The students are mostly in their teen age and need to be guided in right perspective in a positive environment so that the young boys & girls become good citizens and future leaders in different walks of life.

Reports have been received that some Higher Secondary School Principals are not providing adequate leadership to the students, with the result that the functioning of the Higher Sec. Schools has become matter of concern for all of us.

In view of above and in pursuance to the decision taken in the meeting of Principals of Degree Colleges/Higher Secondary Schools held by Divisional Commissioner Kashmir on 21/4/2017, it is impressed upon all Chief Education Officers/Principals of Higher Secondary Schools of Kashmir Division:-

1. To establish a dedicated counselling cell in Higher Sec. Schools for career/psychological counselling of students. The Cell shall be headed by subject expert, if available, or Physical Education Lecturer/Master;
2. Students shall not be allowed to wander outside campus during school timing. Moreover no outsider shall be allowed to enter in the premises of the Higher Sec. Schools to thwart mischief / disruptive activity in these institutions;
3. Watch & ward of the Higher Sec. Schools shall be strengthened so that the entrances are properly guarded. Principals of Hr. Sec. Schools shall also ensure that students wear Identity Cards/ Uniform for proper identification/discipline;
4. The age old practice of choosing of Class Representative/ Monitor shall be revived so that the leadership quality among students is nurtured. Periodical meetings shall be held with these CRs to strengthen core academic activities/ co-scholastic programmes in Institutions.

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5. All Principals shall hold massive public contact programmes/meetings with the parents/local Imams/Village Education Committee members/School Management Development Committee members regularly. The recording of these meetings shall be shared with CEOs/DSEK.
6. Disciplinary committee shall be made functional in all Higher Sec. Schools, so that absenteeism and anti-social activities are checked and attended in time.
7. At the level of CEO, a task force of 3 to 4 officers, having sound academic background, shall be constituted to check the attendance of staff & students in Higher Sec. Schools by way of surprise visits;
8. All Principals shall identify suitable staff members and appoint them as mentors for a homogenous group of 10 to 20 students from existing staff. These mentors shall interact with their allotted group as frequently as possible to attend personal/scholastic grievances/issues of these students.

Sd/-

Director

School Education Kashmir

No.DSEK/IMW/2017/1040-64

Dated: 21 /04/2017

Copy to the:-

1. Principal Secretary to Govt. School Education Department, Civil Sectt. Jammu for favour of information.
2. Divisional Commissioner, Kashmir for favour of information
3. Joint Director, DSEK_____ (ALL)...for information
4. Joint Director Information for information with the request to kindly give wide publicity to the Circular through print media.
5. Chief Education Officer_____ (ALL)..... for inf. & n/a
6. Office website


Personnel Officer

Directorate of School Education
Kashmir
29/4/2017