



GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF EDUCATION: SCHOOL BRANCH
OLD SECRETARIAT: DELHI-110054.

No. DE.23 (१)/Sch.Br./2016/ 704

Dated: 3/5/16

CIRCULAR

Sub: Remedial Classes for IX and XII during Summer Vacations.


The schools will remain closed for Summer Vacations from 10th May, 2016 to 30th June, 2016. However, to bridge the gap in learning levels Directorate of Education would be organising Remedial Classes during summer vacations in Govt. Schools for Classes IX and XII.

In this regard, all the Heads of Government are directed to go through the following guidelines:

- The organization of remedial classes is on voluntary basis for Head of School, who opt for it.
- The remedial classes would be for students of Classes IX & XII. These classes will be organised for 3 weeks starting from May 11, 2016 and will conclude on May 31, 2016.
- The remedial classes would start at 7:30 am and conclude by 10:30 am every day for both the shifts. Classes shall be held for three hours per day, with 1 hour devoted to one subject.
- Head of School is free to choose any subjects to be taught during remedial classes as per the need of the students.
- **All the students attending remedial classes and summer camp during summer vacations shall come in proper school uniform.**
- The class-rooms selected for remedial classes should preferably be near the office of the respective Head of School of morning and evening shift.
- Different wings of the building would be used for the students of first and second shift.
- The time table for remedial classes for Classes IX and XII shall be made in advance and submitted to the concerned Zonal DDE by concerned Head of School.
- Only regular teachers of the Directorate of Education shall be deputed for remedial classes. However, in case regular teachers are not available for a specific subject, guest teachers may be deputed with the prior approval of both planning branch and concerned DDE (District).
- The teachers deputed for remedial classes will remain present from 7:30 am to 10:30 am in the school premises. The teachers may utilize the time other than taking classes in developing learning material, correction of notebooks etc. They will be granted Earned Leave as per CCS Rules. No compensatory leave will be allowed.

- For Class IX, the material developed under PRAGATI initiative or any similar material for foundation programme may be used for remedial classes.
- All the Heads of Schools are empowered to make expenditure of Rs. 15000/- for Class IX and XII each (including all the sections) out of VKS fund for making arrangement of learning material.
- CAL content, if available, may be used during the remedial classes. A teacher is also free to use the relevant e-learning content developed by him/her during the remedial classes.
- The concerned Head of School must take NOC from the parents of all the students participating in the remedial classes.
- The Head of School will ensure clean and safe drinking water facility and sanitation facility along with proper arrangement the safety and security for the students during remedial classes, by deploying the outsourced/regular security/sanitation staff as usual.
- As the temperature in Delhi remains very high in the month of May, students attending remedial classes will be motivated by the concerned Head of School to take all the precautionary steps to avert the adverse effects of heat waves and also to increase the intake of liquids like, water, nimbu pani etc.
- The concerned Zonal DDEs will supervise the remedial classes in the schools under their respective Zones.
- **All the DDEs (District) will forward the compiled information about the details in respect of remedial classes in the attached proforma strictly in excel format to school branch by 05:00 PM on 06.05.2016 (Friday) positively.**

This issues with the prior approval of the Competent Authority.


03/5/16
(Dr. (Mrs.) Sunita S. Kaushik)
Addl. DE (Schools)

Encl: As above.


All Heads of Govt. Schools under Directorate of Education through DEL-E

No. DE.23 (8)/Sch.Br./2016/ 704

Dated: 3/5/16

Copy to:-

1. PS to Secretary (Education).
2. PS to Director (Education)
3. All RDEs/ DDEs (District/Zone)/DEOs for information.
4. OS (IT) to please paste it on the website.
5. Guard File.


3/5/16
(Usha Rani)
DDE (School)

FORMAT FOR INFORMATION ABOUT REMEDIAL CLASSES IN GOVT. SCHOOLS

Name of School	School ID	Class	Subject	Name of Teacher	Whether teacher is regular or guest.	Remarks, if any.