



PM Shri Schools

**A School Principal's Action Plan
(Academic Year 2024-2025)**



स्कूल शिक्षा और साक्षरता विभाग
Department of School Education & Literacy



**PM
SHRI**
Creating holistic and well-rounded individuals
equipped with key 21st Century skills

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01 Note to School Principals



Dear School Principal,

In your hands lies the power to shape not just the present, but the future of countless young minds. You are the architects of dreams, the guides through the journey of education, and the champions of positive change within your school community. Every day, you step into your schools with a vision of a better tomorrow. You see beyond the challenges and envision a brighter future for your students, teachers, and staff. It's a vision fueled by a profound belief in the potential of every individual under your care. Your leadership is the catalyst that can turn dreams into reality. Your efforts ripple far beyond the walls of your school, shaping the future of our society.

In the face of doubt or weariness, remember the words of Margaret Mead: "Never doubt that a small group of thoughtful, committed citizens can change the world; indeed, it's the only thing that ever has." You are those thoughtful, committed citizens, and your school improvement efforts have the power to change the lives of countless individuals.

So, take heart, School Principal. Your work is noble, your mission is crucial, and your impact is immeasurable. Keep pushing the boundaries of what's possible, and together, we will build a brighter future for our students and our world.

All the best for your journey ahead...!



Honorable Prime Minister
Shri Narendra Modi

PM SHRI School is a centrally sponsored scheme by the Government of India. This initiative is intended to develop more than 14500 PM SHRI Schools managed by Central Government/State/UT Government/local bodies, including Kendriya Vidyalaya Sangathan (KVS) and Navodaya Vidyalaya Samiti (NVS), in which-

- Every student feels welcomed and cared for.
- A safe and stimulating learning environment exists.
- A wide range of learning experiences are offered.
- Good physical infrastructure and appropriate resources conducive to learning are available.

These schools will help showcase the implementations of the National Education Policy 2020 and emerge as exemplary schools over a period of time. It will nurture students in a way that they become engaged, productive, and contributing citizens for building an equitable and inclusive society as envisaged by NEP 2020.

More than 20 lakh students are expected to be the direct beneficiaries of the scheme. The scheme will also promote understanding various dimensions of the Quality of school education and inform Policy, Practice and Implementation. The learning from these schools will be scaled up to other schools in the country.



03 About this Action Plan

Let's kickstart your Action Plan!

We are thrilled to present this comprehensive Action Plan tailored to support your Journey (July to September, 2024) in leading impactful improvements within your school. Designed to empower you, this action plan contains vital information to transform your school into a **PM SHRI** exemplar institution.

What to expect

In this Action Plan, you will discover a roadmap outlining the **Action-Projects** slated along with suggestions for **financial spend** for the **cycle of the PM SHRI scheme**. Each project is not just a concept; it's a tangible goal. To aid your journey, we have included series of tasks to kickstart each project, coupled with a **monitoring and tracking template** to help you sustain the impact of these improvements in your school.

How to get started

To embark on this transformative journey, go through the Action-Projects that are detailed, check out the tasks and scan the QR code to learn more about the project. Implement these ideas in your school step by step and witness the magic of improvement unfold.

A Path of Reflection

Beyond the tasks and projects, this action plan also provides a dedicated space for you to share your reflections. Your experiences while undertaking these interventions are invaluable. This section allows you to articulate your thoughts, challenges, and triumphs, creating a shared reservoir of wisdom for all.

Remember, this action plan is more than a guide; it's your companion in the pursuit of excellence. Let's embark on this transformative journey together, shaping a brighter future for your school and its students.

04

Calendar for PM SHRI Action Plan

Suggestive Timeline for Action-Projects (from July to September, 2024)

#	Action- projects (For School Principal & Teachers)	Resource Procurement Timeline	Amount Sanctioned	Amount Spent	Duration of Activity
1	PM SHRI logo painted on the school board				15 days
2	TLM Corner and TLM Mela	July 2024			15 days
3	Creation of Print-Rich Vibrant Classrooms	July 2024			10 days
4	Parent Teacher Meeting Theme: Learning Spaces at Home	July 2024			10 days
5	Green School (Waste Management, Nutritional gardens, Eco Club, Climate Change related Hackathons)	July 2024			1 week

Suggestive modifications for states

1. Dates for Action-Projects as per the schools' working day
2. Order of Action-Projects as per the availability of resources

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Overview of Action-Projects

1. Teaching Learning Material (TLM) Usage

SQAF Pillar:

Pillar: 1: Curriculum, pedagogy and assessment
Sub-pillar: 1.2 Teaching Learning Processes

Objective:

To create different kinds of Teaching-learning materials and promote its regular usage for teaching-learning.



2. Print Rich Vibrant Classroom



SQAF Pillar :

Pillar 5: Management and governance
Sub pillar: 5.4 Resource Management

Objective:

To promote child-friendly learning environments where children are engaged in and attracted to learning through setting up and using print-rich classrooms

3. Parents as Partners

SQAF Pillar:

Pillar 3: Human Resource
Sub-pillar- 3.2 Parents

Objective:

To promote school-parent partnership for child welfare through regular PTMs and support parents in positively engaging with their wards to promote their learning and wellbeing



4. Green School



SQAF Pillar:

Pillar 2: Access and Infrastructure
Sub-pillar- 2.1 School & Classrooms

Objective:

To promote environmental awareness and sustainability among students while fostering a sense of responsibility for the environment



TLM Usage

ABOUT THE ACTION-PROJECT:

Teaching-learning materials are an integral part of effective classroom teaching. TLM Usage project will help schools:

- Create various types of TLMs focused on specific subjects
- Create a subject-wise TLM Corner in the classroom/school
- Use the TLMs in the lessons done in the classroom.

This is part of Pillar 1 of the SQA Framework Curriculum, Pedagogy and Assessment; sub component : Teacher Learning Material for Primary Schools and ECCE (Support at Pre-School education/ Balavatika (ECCE)).

This School Action-Project can be implemented for all the grades by identifying, mapping and creating TLMs in different content areas under each subject.

To drive this Action-Project in your school, you can

- Conduct a TLM Mela
- Set up and use TLM Corner
- Continuously monitor the impact and follow up on recurring activities



Scan or click to know
more about the
innovative practices

ACTION-PROJECT 1: TLM MELA

Note: Funds for this Action-Project have been approved within the PM SHRI Scheme under component Curriculum, Pedagogy and Assessment, sub component :Teacher Learning Material for Primary Schools and ECCE (Support at Pre-School education/ Balavatika (ECCE)). The first installment has been transferred for execution at the state/district level.

Kindly Monitor and Track the following Financial and timeline aspects throughout the implementation of Action-Project and spend the installment amount by end of September

ACTION-PROJECT	TIMELINES	AMOUNT SANCTIONED	AMOUNT SPENT
TLM MELA			

SUSTAIN THE IMPACT

To sustain the impact of this improvement, regularly perform the following tasks:



Monitor the quality and quantity of resources available and plan for continuous replenishment



Monitor the lesson plans of the teachers such that the usage of TLMs is included



Observe classrooms for the usage of TLMs in the lessons



Provide feedback to the teachers on effective usage of TLMs

ACTION-PROJECT 1 : TLM MELA

To create different kinds of Teaching-learning materials and gather feedback on the same

SL. NO.	TASKS	LEARNING RESOURCES
1.	Discuss the importance of TLMs with the teachers	About and Importance of TLMs
2.	Create a detailed plan of conducting a TLM mela with the teachers	Planning a TLM Mela
3.	Announce about the TLM mela event & call for volunteers (community members and students) who would like to contribute during the event (Edit the template given on your phone/e-device or print and fill necessary details)	Sample Invite Template
4	Group teachers as per grade and subjects to create list of TLMs that needs to be created	
5	Procure the necessary resources to create subject wise TLMs	
6	Support teachers to create resources according to respective subjects and grades along with students	
7	Conduct the TLM Mela	Checklist for conducting TLM Mela
8	Document the event & share the learnings	
9	Create a schedule for continuous TLM Mela & assign a teacher as an owner for each mela	
10	Fill the Monitoring and Evaluation Template	

YOU CAN JOIN US TO VOLUNTEER FOR

TLM MELA

What is it?

A fun educational event to create and share innovative teaching learning materials

Who can join?

Community members, Parents, Students, along with the Teachers

When is it?

Date:

Time:

Venue:

Every hour of you is a valuable contribution to the school
Feel free to choose any duration with
advance communication



Scan to learn how to edit and share an invite like this with parents



ACTION-PROJECT 1 : TLM MELA



Teachers preparing TLMs for TLM Mela



Teachers presenting TLMs during TLM Mela



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ACTION-PROJECT 2: TLM CORNER

Note: Funds for this Action-Project have been approved within the PM SHRI Scheme under component Curriculum, Pedagogy & Assessment, sub component: Teacher Learning Material for Primary Schools and ECCE (Support at Pre-School education/Balavatika (ECCE)). The first installment has been transferred for execution at the state/district level.

Kindly Monitor and Track the following Financial and timeline aspects throughout the implementation of Action-Projects and spend the installment amount by end of September

ACTION-PROJECT	TIMELINES	AMOUNT SANCTIONED	AMOUNT SPENT
TLM CORNER			

SUSTAIN THE IMPACT

To sustain the impact of this improvement, regularly perform the following tasks:



Monitor the quality and quantity of resources available and plan for continuous replenishment



Monitor the lesson plans of the teachers such that the usage of TLMs is included



Observe classrooms for the usage of TLMs in the lessons



Provide feedback to the teachers on effective usage of TLMs

ACTION-PROJECT 2: TLM CORNER

To encourage teachers to create a subject-wise TLM corner
 To monitor the inclusion of TLMs in the Lesson plans created by teachers
 To observe the usage of TLMs during the lesson

SL. NO	TASKS	LEARNING RESOURCES
1	Create a plan with the teachers for organising a subject wise TLM Corner	How to create a TLM Corner
2	Procure material to create subject wise and grade wise TLMs	
3	Group teachers subject and grade wise to create TLMs	
4	Organise a TLM Corner in the classroom/school	
5	Discuss the strategies for using TLMs available in TLM corner with teachers	Strategies of using TLMs in classroom
6	Monitor the lesson plans of the teachers such that the usage of TLMs are included	
7	Observe classrooms for the usage of TLMs in the lessons	Class room observation form
8	Provide feedback accordingly to the teachers for effective usage of TLMs	Tips to give feedback
9	Fill the Monitoring & Evaluation template	

ACTION-PROJECT 2: TLM CORNER

Exemplar TLM Corners in Classroom



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your experience and
feedback



MY IMPROVEMENT NOTES

Jot down your thoughts, challenges, triumphs and reflections on this Action-Project here!





Print-Rich Vibrant classroom

ABOUT THE ACTION-PROJECT:

A print-rich vibrant environment is one where young children get many different opportunities to interact with many different forms of printed materials. That is, in order to be truly print-rich and vibrant, a classroom needs to display and use these resources meaningfully during teaching and learning.

Using a print-rich environment will also boost student's conceptual understanding & they will be better prepared for the upcoming exam. This is majorly mapped to Pillar 1 in the SQA Framework with sub pillar: Learning Enhancements Programme (LEP).

This Action-Project can be implemented for all the grades by contextualising.

To drive this Action-Project in your school, you can

- Support teachers to set up print rich classrooms
- Monitor and promote the display and use of resources to sustain the impact of improvement



Scan or click to know more about the innovative practices

ACTION-PROJECT 1: CREATION OF PRINT RICH VIBRANT CLASSROOM

Note: Funds for this Action-Project have been approved within the PM SHRI Scheme under the component Curriculum Pedagogy & Assessments, sub-component Learning Enhancements Programme (LEP). The first installment has been transferred for execution at the state/district level.

Kindly Monitor and Track the following Financial and timeline aspects throughout the implementation of Action-Project and spend the installment amount by end of September

ACTION-PROJECT	TIMELINES	AMOUNT SANCTIONED	AMOUNT SPENT
Creation of Print Rich Vibrant Classroom			

SUSTAIN THE IMPACT

To sustain the impact of this improvement, regularly perform the following tasks:



Monitor the lesson plans and encourage the teachers to use the displayed print materials to enhance learning and revision



Observe classrooms for the usage of Print-rich materials in the lessons



Re-assess the classrooms periodically and provide feedback to teachers



Organise a walkthrough for the parents in the next PTM to observe the print-rich classrooms

ACTION-PROJECT 1: CREATION OF PRINT RICH VIBRANT CLASSROOM

To create a print-rich environment for promoting a vibrant teaching-learning environment in a classroom

SL. NO.	TASKS	LEARNING RESOURCES
1	Ask teachers to assess current classroom environment	Checklist for assessment
2	Plan for creating a vibrant & engaging classroom with teachers	Guidelines for planning What is a Print-Rich environment & why it is important
3	Procure materials required for setting up a print-rich classroom	Checklist to procure materials
4	Encourage the teachers to put up the display in their classroom	Print-rich class set up ideas
5	Monitor the lesson plans and promote the teachers to use the print-rich materials to enhance learning and revision	
6	Observe classrooms for the usage of Print-rich materials in the lessons	
7	Re-assess the classrooms and provide feedback to teachers	Checklist for assessment
8	Fill the Monitoring & Evaluation template	

ACTION-PROJECT 1: CREATION OF PRINT RICH VIBRANT CLASSROOM



Print Rich Classrooms

Usage of Print Rich Environment for learning Process



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Unleash the power of your voice! Click or scan to gift us with your enchanting tales and insights.



MY IMPROVEMENT NOTES

Jot down your thoughts, challenges, triumphs and reflections on this Action-Project here!





Parents as Partners

ABOUT THE ACTION-PROJECT:

"Parents as Partners" in schools fosters collaboration and improves student outcomes through communication, engagement, and shared responsibility, recognizing parents' vital role in education and creating an inclusive learning environment.

Whether a school begins a new academic year in April or concludes the previous one with assessments, Schools must prioritize connecting with parents, sharing their child's journey, and engaging in discussions on enhancing parental involvement. The significance of these efforts is further magnified in residential schools, where parents assume an even more crucial role due to the potential disconnect between a child's home and school life.

In SQAF framework under pillar 6: beneficiary satisfaction, sub-component Community participation on SMC and SMDC where talks about how parents are regarded as essential partners in facilitating the qualitative growth of the school.

To drive this Action-Project in your school, you can

- Conduct Parent Teacher meeting and establish a school-parent connect
- Support parents /hostel staff to set up Learning Spaces
- Continuously support teachers to work with parents and improve their engagement with children to sustain the impact of improvement



Scan or click to know more about the innovative practices

ACTION-PROJECT 1: PARENT TEACHER MEETING

Note: Funds for this Action-Project have been approved within the PM SHRI Scheme under the component beneficiary satisfaction, sub-component Community participation on SMC and SMDC. The first installment has been transferred for execution at the state/district level.

Kindly Monitor and Track the following Financial and timeline aspects throughout the implementation of Action-Project and spend the installment amount by end of September

ACTION-PROJECT	TIMELINES	AMOUNT SANCTIONED	AMOUNT SPENT
Parent Teacher Meeting			

SUSTAIN THE IMPACT

To sustain the impact of this improvement, regularly perform the following tasks:



Plan with teachers on conducting regular follow-ups with parents



Conduct capacity building of parents on positive parenting



Suggest different activities for parents to continuously engage with students

ACTION-PROJECT 1: PARENT TEACHER MEETING

To promote school-parent partnership through regular PTMs.

SL. NO.	TASKS	LEARNING RESOURCES
1	Before PTM: Hold a meeting for teachers, plan the PTM, assign tasks, and ensure teachers communicate essential information to parents (school/class updates, new policies) during the meetings	What & Why of PTM Sample PTM Plan with activities
2	Before PTM: Create awareness about PTM by sending invites in the form of posters, audio, video messages etc. (Use social media, newspaper, religious places to make PTM announcement)	Sample invite/Innovative ideas for invite
3	During PTM: Welcome parents and conduct the engagement activities as per the plan	
4	During PTM: Visit classrooms to observe PTMs and participate in some one on one discussions	PTM observation form
5	During PTM: Participate in some one-one discussions between teachers and parents during classroom visit	
6	Create a schedule for continuous parent-teacher meetings & assign a teacher as an owner for each PTM	
7	Fill the Monitoring & Evaluation template	

Home Visit



Phone Calls

Make phone calls to parents to invite them personally.



Messages

Dear ma'am/sir,
Your child's school is organizing a PTM on 18 Aug 10am. You are most welcome to participate in fun activities and discussions on how your child can grow.

-Entire School Staff, XYZ School



Invitation Cards

Dear mom/dad,
Come to school with me to see what I have been doing and learning.



ACTION-PROJECT 1: PARENT TEACHER MEETING



Parent Engagement Activities at PTM



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ACTION-PROJECT 2 : LEARNING SPACES

Note: Funds for this Action-Project have been approved within the PM SHRI Scheme under the component beneficiary satisfaction, sub-component Community participation on SMC and SMDC. The first installment has been transferred for execution at the state/district level.

Kindly Monitor and Track the following Financial and timeline aspects throughout the implementation of Action-Project and spend the installment amount by end of September

ACTION-PROJECT	TIMELINES	AMOUNT SANCTIONED	AMOUNT SPENT
Learning Spaces			

SUSTAIN THE IMPACT

To sustain the impact of this improvement, regularly perform the following tasks:



Plan with teachers on conducting regular follow-ups with parents



Conduct capacity building of parents on positive parenting



Suggest different activities for parents to continuously engage with students

- To foster active engagement of parents in the learning process of children
- To ensure children have access to quiet and engaging spaces in home/hostels that can foster learning

SL. NO.	TASKS	LEARNING RESOURCES
1	Organize a meeting with parents or hostel staff & orient them about setting up learning spaces	Tips to set up a learning space
2	Share the purpose of setting up learning corners at home/hostels with staff and parents	What & Why of Learning space
3	Create a support structure for providing assistance to the parents/hostel staff for setup	Support Structure & Steps to set-up Learning space
4	Create a tracker for following up with parents/hostel staff on setting up a learning corner	Tracker Template
5	Conduct a few home/hostel visits and observe the learning spaces along with teachers	Home visit tool
6	Fill out the the tracker for learning spaces and parental engagement activities	
7	Organize a sharing space for parents/hostel staff at schools on the activities of the learning space	
8	Plan with teachers on conducting regular follow-ups with parents/hostel staff	
9	Fill the Monitoring & Evaluation template	

Steps to Set Up Learning Spaces

School principal will be able to refer to some of the ideas of supporting parents.



1. IDENTIFY A SPACE

Identify space or make a space to set up a learning space for your child to sit and keep all educational things.



2. GATHER THINGS

Try to gather all the educational materials for your child. Example: Bags, study table, chair/sitting mat, books, charts, story books, stationary, etc.,



3. ORGANISE SPACE

Arrange the gathered things in an organised manner. Examples: Charts on the wall, books on a table, school bag, Study lamp, etc.,



4. MAINTAIN IT

Keep the space clean. The parent spends at least 30 min time with the child every day to help or talk about the child's academic work.

ACTION-PROJECT 2: LEARNING SPACES



Some examples for Learning space



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MY IMPROVEMENT NOTES

Jot down your thoughts, challenges, triumphs and reflections on this Action-Project here!





Green School

ABOUT THE ACTION-PROJECT:

Green School project advocates nature as the foremost teacher for children and adopts practices that exemplify sustainable living. SQAF pillar 2 Access and Infrastructure talks about schools providing a safe, secure, clean green environment for all students to follow eco-friendly green practices and integrate an ecological curriculum in all teaching and learning.

Learning in sustainable, eco-friendly environments encourages critical thinking and problem-solving skills as students explore real-world sustainability challenges. Additionally, these initiatives teach valuable life skills, such as responsible resource management and environmental stewardship, which can positively impact students' attitudes, behaviour, and long-term decision-making.

This Action-Project can be implemented for all the grades by contextualising. Make sure to organize activities and assign tasks to students in such a way that it is developmentally appropriate for that age group.

To drive this Action-Project in your school, you can

- Set up Eco Club in the school
- Organize eco friendly activities and cleaning drive
- Conduct Tree plantation drive



Scan or click to know more about the innovative practices

ACTION-PROJECT 1: ECO CLUB

Note: Funds for this Action-Project have been approved within the PM SHRI Scheme under component Access Infrastructure- Adequacy Functionality Aesthetics & Safety ; sub component 'Green School'. The first installment has been transferred for execution at the state/district level.

Kindly Monitor and Track the following Financial and timeline aspects throughout the implementation of Action-Project and spend the installment amount by end of September

ACTION-PROJECT	TIMELINES	AMOUNT SANCTIONED	AMOUNT SPENT
Eco Club			

SUSTAIN THE IMPACT

To sustain the impact of this improvement, regularly perform the following tasks:



Continuously assess the club's impact on the environment and its educational benefits for students



Encourage more students and teachers to join and participate in eco-friendly initiatives



Continue to organize tree planting drives annually or as deemed appropriate to ensure the growth of a green, sustainable environment

ACTION-PROJECT 1: ECO CLUB

To promote environmental awareness and sustainability among students while fostering a sense of responsibility for the environment

SL. NO.	TASKS	LEARNING RESOURCES
1	Identify a Coordinator: Designate a teacher as the club coordinator to lead the initiative	
2	Recruit Interested Students: Encourage students who are passionate about the environment to join the club	
3	Allocate Student Coordinators: Appoint student leaders within the club to promote leadership skills and assist the teacher coordinator	
4	Define Objectives: Establish clear goals for the club, such as promoting environmental awareness, conservation, or sustainable practices	
5	Collaborate with Experts: Partner with local environmental organizations or experts to provide guidance and expertise, this will help in planning activities as well	
6	Plan Activities: Organize eco-friendly activities like tree planting, clean-up drives, waste segregation	
7	Plan with teachers on conducting regular follow-ups with parents	
8	Fill the Monitoring & Evaluation template	

ACTION-PROJECT 1: ECO CLUB



Kitchen garden



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ACTION-PROJECT 2: TREE PLANTATION DRIVE

Note: Funds for this Action-Project have been approved within the PM SHRI Scheme under component Access Infrastructure- Adequacy Functionality Aesthetics & Safety ; sub component 'Green School'. The first installment has been transferred for execution at the state/district level.

Kindly Monitor and Track the following Financial and timeline aspects throughout the implementation of Action-Project and spend the installment amount by end of September

ACTION-PROJECT	TIMELINES	AMOUNT SANCTIONED	AMOUNT SPENT
Tree Plantation Drive			

SUSTAIN THE IMPACT

To sustain the impact of this improvement, regularly perform the following tasks:

 Continuously assess the club's impact on the environment and its educational benefits for students

 Encourage more students and teachers to join and participate in eco-friendly initiatives

 Continue to organize tree planting drives annually or as deemed appropriate to ensure the growth of a green, sustainable environment

To create a more sustainable and eco-friendly school environment while engaging the local community, promoting a greener and healthier ecosystem

SL. NO.	TASKS	LEARNING RESOURCES
1	Lead the planning of tree plantation drive initiative through Eco Club committee	
2	Obtain any necessary approvals or permits for planting trees on school grounds or in the community	
3	Arrange for the procurement of saplings, planting equipment, and materials like soil and mulch	
4	Schedule and Publicize the event within the school and local community to encourage student and community involvement	
5	Conduct informational sessions or workshops to educate students and participants about the importance of trees and proper planting techniques	
6	Identify suitable locations within the school or community for planting, and prepare the ground by clearing weeds and debris	
7	Develop a plan for ongoing tree care, including watering, mulching, and monitoring the health of the planted trees	
8	Keep records of the number of trees planted, their species, and their condition	
9	Fill the Monitoring & Evaluation template	

ACTION-PROJECT 2: TREE PLANTATION DRIVE



Glimpse of tree plantation



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feedback

A FEW MORE SUGGESTIVE PROJECTS

Other Action-Projects that could be initiated in first cycle

S.NO.	ACTION-PROJECTS	START MONTH	END MONTH
1	Green school (waste management, nutritional gardens, climate change related hackathons)	July 2024	September 2024
2	Visit to science museum and innovation hubs under mentorship of higher education institutions	July 2024	September 2024
3	Organise science fairs and Math Melas where students can display their experiments/innovations/models	July 2024	September 2024
4	Organise seminars/Expert talks with National or International experts in the field of Mathematics and Technology	July 2024	September 2024
5	Self defense training for girls for 3 months to inculcate self-defense skills including life skill for self-protection and self-development	July	September 2024

S.NO.	ACTION-PROJECTS	START DATE	END DATE
6	Before and after school sports programmes - range of sports activities for students to choose from	July 2024	September 2024
7	Annual Sports Day	July 2024	September 2024



PM Shri Schools

PM SCHOOLS FOR RISING INDIA

"Education is the most powerful weapon which you can use to change the world."