

**No. EDN.-H (Ele) (1) B (6) 2019-20-Misc**  
**Directorate of Elementary Education, Lalpani,**  
**Himachal Pradesh, Shimla-171001.**  
Dated: Shimla-171001, the 9<sup>th</sup> April, 2020

To


1. All the Deputy Directors (Elementary Education), HP
2. All the District Program Officers (SSA) –cum- Principal DIET, HP
3. All the Block Elementary Education Officers, HP
4. All the Block Resource Coordinators (SSA), HP

**Subject: 'समय दस से बारह वाला, हर घर बने पाठशाला' Campaign to facilitate home based studies during the lockdown period due to COVID19**

Jai Hind,

As you are well aware that the entire State of Himachal Pradesh is under complete lockdown for 21 days and state-wide curfew to combat Corona Virus (Covid-19) has already been imposed. Moreover, the educational institutions / Offices are also closed up to 14<sup>st</sup> April, 2020 and thus, Officers, Teaching as well as Non teaching staff of the department of Elementary Education are not able to attend their respective institutions due to ongoing curfew / others restrictions. With the current scenario of school closure due to the COVID-19 pandemic, a loss of valuable teaching days in the year is likely to lead to a drop of learning levels in students. Moreover, lack of practice and revision during such gap from schooling can lead to a loss in learning outcomes of children.

Keeping in view of above, the Department of Elementary Education and Samagra Shiksha Abhiyan are launching a home-based teacher facilitated self-study program during the lockdown period announced by Govt of Himachal Pradesh, to engage students in meaningful learning activities for 2 hours on a daily basis in elementary grades (grades 1-8). The program is called 'समय दस से बारह वाला, हर घर बने पाठशाला'. The main objectives of this program are:

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- A. To engage students in constructive learning during COVID lockdown and ensure student learning does not halt or reverse during this lockdown period
  - B. To engage teachers constructively and use this time to do self-paced trainings

This program will be led by the Directorate of Elementary Education and Samagra Shiksha. Under this program, a daily content package of academic videos and an exercise will be sent to all teachers via BEEOs and BRCCs by State Resource Group, using existing WhatsApp groups. A website in this regard will also be created and details of the same will be shared later with all block

officials. To begin with, Maths and Hindi have been included in the program for grades 2-8. However, at a later stage, other subjects may be included.

In order to maximize the reach to students through WhatsApp, following need to be ensured.

- All Dy Directors and DPOs to ensure that all block officials are connected and reachable through WhatsApp groups formed at district level
- All block officials (BRCCs and BEEOs) to ensure that every school is connected through respective block level WhatsApp groups
- All teachers ensure that they create the maximum number of WhatsApp groups (classwise) covering most of their students, to the extent possible
- All teacher have downloaded and registered on The TeacherApp on their phones

If any district / block level WhatsApp groups are not available, you are directed to create this groups to ensure proper communication.

Please note the plan for 'समय दस से बारह वाला, हर घर बने पाठशाला' as follows:

**A. Plan for engaging students**

- Academic content will be shared with Dy. Directors (Ele) and DPOs which then needs to be circulated to BRCCs and then to teachers the same day.
- Teachers will share that content with students for self-learning and practice. Academic content will primarily be aimed at doing revision of previous grade competencies and will be home based activities / videos, and simple worksheets
- Teacher need to ensure that students view the videos and attempt these worksheets
- Students maintain a separate notebook to practice worksheets given as part of academic content, and share back the pictures of their workbook with teachers through WhatsApp. Teachers can then provide feedback to students through WhatsApp.
- Teachers report the compliance with this program in a timely manner through an online reporting format, details of which will be shared later.
- Dy. Directors and DPOs should motivate BEEOs, BRCCs and teachers to ensure compliance with the above mentioned plan. All school heads will also ensure and monitor the compliance.

All officials and teachers who have been deputed on COVID related duties by Govt of HP, or district administration shall remain exempt for this program. However, once they are relieved from COVID related duty, they shall start working on this program.

**B. Plan for self-learning by teachers**

The time during COVID lockdown should be utilized by teachers to self-learn and engage in meaningful self-development activities. In this regard, teachers are directed to make use of

The TeacherApp and content shared during NISHTHA training for self-learning. Weekly plan for teachers on usage of The TeacherApp shall be communicated to all teachers through WhatsApp

Roles and responsibilities of all officials and teachers for this program will be as follows:

1. Dy Directors (Ele) and DPOs

- a. Motivating block officials to participate in this program
- b. Forwarding notifications and daily content package to their subsequent WhatsApp groups
- c. Motivate teachers to participate in this program and make it a success
- d. Do community outreach to parents to motivate them to engage in student learning

2. Block Officials / School Heads

- a. Forwarding notifications and daily content package to their WhatsApp groups with teachers
- b. Motivating teachers and ensuring that they participate in the program
- c. Ensuring compliance with teacher trainings plan (under TeacherApp and NISHTHA; details will be circulated shortly)

3. Teachers

- a. Creating a WhatsApp group with parents (to the extent possible) and feeding parents mobile numbers in e-Samwad app (as many as possible)
- b. Increase awareness of this program and motivate students to adhere to academic plan
- c. Ensure that the academic content is shared with students in a timely manner and provide feedback to students via whatsapp.
- d. Wherever feasible, teachers may undertake online classes (through free online video calling facilities like Zoom, Google Hangouts etc) with their students.
- e. Complete weekly assigned courses on TheTeacherApp and NISHTHA (online)

All deputy directors are directed to communicate the roles of responsibilities to all officials and teachers and take all steps and actions necessary to run this program smoothly.

The department may also run awareness campaigns via sms to students. In this regard, all schools are directed to fill-up contact details of students' parents on e-samwad app, under the Student Address Book section, of as many students as feasible.


Its been directed to all concerned officials to strictly follow COVID-19 lockdown guidelines as shared by competent authorities and Govt of Himachal Pradesh from time to time. Thus, all

activities under this program are designed to be home-based and don't require officials or teachers to go out of their homes.

Following nodal officers have been deputed to manage this program:

- Dr. Manjula Sharma, Samagra Shiksha (queries related to Academic content)
- Ms. Anuradha Sharma, Samagra Shiksha (queries related to academic content)
- Dr. Shiksha Sharma, Samagra Shiksha (dissemination of academic content through WhatsApp channels)
- Dr. Chhaya Wani, Directorate of Elementary Education (Manage Helpline)


I am sure that all officials and teachers of this department will come together and make this program a success, and support students of HP in their learning process.

  
Rohit Jamwal (HAS)  
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Himachal Pradesh Shimla1.  
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Endst. No. Even Dated : Shimla-171001, the 9<sup>th</sup> April, 2020.

Copy to :-

1. The Principal Secretary (Education) to the Government of H.P for information.
2. Director, Higher Education, Himachal Pradesh for information.
3. State Project Director (SSA), HP for information and necessary action. He is further requested to monitor and ensure the smooth implementation of this program in the entire State
4. Branch Officer (IT Cell) Directorate of Elementary Education, H.P. Shimla-171001 with the request to upload this order on the departmental website.
5. All the Officers/Officials concerned.
6. Guard File.

  
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