

**PROCEEDINGS OF THE COMMISSIONER OF SCHOOL EDUCATION
A.P., HYDERABAD
Present: K Sandhya Rani I.Po.S**

Rc. No. 01/A& I/2014

Dated: 19/04/2016

Sub: School Education – Completing the School Admissions for the academic year 2016 – 17 between 20.04.2016 and 05.05.2016 - Instructions issued – Reg.

Read: RTE Act No. 35 of 2009

All the Regional Joint Directors of School Education and District Educational Officers in the State are informed that under Right to Education (RTE) Act 2009, the Right to Education is accorded the same legal status as the Right to Life as provided by Article 21 (a) of Indian Constitution. Every child in age group of 6 to 14 years shall be provided upto 8 years of Elementary Education on admission to an age appropriate class in the vicinity of his / her neighborhood.

It is further informed that a review of the enrolment in Government Schools is taken up as part of the Rationalization - Resource Redistribution exercise. It is proposed to undertake rationalization of all categories of schools and teacher transfers during the summer of 2016 and before the reopening of the Schools in 13.6.2016.

It is further informed that there is a declining trend in Government schools' enrolment over the years. This is resulting in closing of zero enrolment schools, merging/consolidation of non-viable schools with neighboring schools during the rationalization process. Multi-grade teaching becomes inevitable when the enrolment does not justify allocation of full complement of teachers.

In the above context, it is proposed to take up a special campaign "**Mana Vooru - Mana Badi**" to complete the Admissions of 2016 academic year in all Government/Zilla Parishad Schools from 20th April to 5th May 2016.

Objective of "Mana Vooru-Mana Badi" Campaign:

- To take up and complete admissions for the academic year 2016-17 from 25th April to 5th May 2016.
- To target the following categories of children for admission to Govt./MPP/ZP Primary and High Schools
 - Children completing 5 years of age in Anganwadi Centers.
 - Children completing class V in Primary School to be admitted in class VI in High Schools
 - Children in slum areas.
 - Drop Out and Out of School Children.
 - Children residing in the vicinity of Model Primary Schools.
- To encourage the parents to admit the school aged children in Government school.
- To make aware the parents and their wards studying in private schools about the benefits being provided by the Government like good infrastructure, well qualified teachers, free text books, free uniforms, Digital Class Rooms, quality teaching, English Medium option, etc. and to encourage them to seek admission in the Government Schools.

Implementation Plan

In order to conduct the “**Mana Vooru-Mana Badi**” campaign appropriate committees may be constituted at the District Level, Mandal Level and School Level, the following teams are constituted:

Role	District Committee	Mandal Committee	School Level Committee
Chairman	District Collector	MPDO / Special Officer	Head Master/ Teacher
Vice Chairman	District Educational Officer	Mandal Educational Officer	SMC President
Convener	Project Officer, SSA	Representative of One School Management Committee	Local Primary and UP school teachers in case of High Schools
Member	District Panchayat Officer	Cluster School HM	Anganwadi Worker
Member	CEO, Zilla Parishad	One Teacher	
Member	PO, ITDA		

Roles of the District Level Team:

- Plan and lead on the “**Mana Vooru-Bana Badi**” campaign.
- Ensure participation of public representatives like MLAs, MLCs, ZP Chairpersons, community leaders, etc. in the formal launch of campaign.
- Coordinate with PO, SSA for developing and supplying of required publicity material, admit cards, registers, etc.
- Delineate the roles and responsibilities of Sectoral officers and CRPs of SSA in working with the field teams to mobilize parents and ensure high enrollment.
- Coordinate with MEOs and other field officers and ensure that the entire programme is conducted as per the schedule
- Submit a compliance report to the CSE, A.P., Hyderabad.

Roles of the Mandal Level Team.

- The Mandal level team should plan and lead on the Mandal and school level campaign.
- They should ensure that all habitations in the Mandal are covered in the campaign through participation of the local public representatives.
- MPDO, MEO should take up joint action along with the concerned CDPO, Supervisors of Anganwadi Centers to ensure that all children completing 5 years of age in the AWC are admitted to nearby MPP/Government School.
- The CDPO, Supervisor should provide the data of all children completing 5 years to the Headmaster/Teacher of the nearby Primary Schools for taking up the admission process.
- The MEO should coordinate with Head Masters and School Management Committees in the Mandal to ensure the admission of school aged children, drop out children and out of school children is done in the nearby Government Schools in the Mandal.
- The details of the admissions made in different schools in the mandal should be data entered on the CSE portal using the MEO login provided.

School Level Activity

- Details of 5 years completed children should be obtained from the local AWCs. Similarly details of the students completing 5th class in the Primary Schools in the catchment area should be obtained.
- A meeting should be held with the AWW and the parents of the children completing 5 years of age. They should be made aware of the benefits of joining the children in the Govt. Schools. They must be assured that good quality education will be provided to their wards.
- The details of admissions made should be entered in the Admissions Register.
- An admission card is to be issued to all the students getting admitted to the next class clearly indicating the class in which she/he shall be admitted to for the next academic year 2016-17.
- HM should submit a daily report to the MEO on the admissions made in his/her respective school
- All students successfully completing V Class in a Primary School should be admitted to the High School by required coordination between the High School HM and the Primary School HM/Teacher.
- The teacher should identify the catchment area around the school vicinity and ensure that maximum number of children are enrolled in the School.
- While making efforts for such enrolment, the HM/Teacher should enlist the support of School Management Committee Members, Local leaders, teachers and Head Masters of schools in the catchment area, NGOs, if any, working in the area, etc.
- After a thorough survey in the locality children studying in Government schools, children studying in Private schools, Drop out/Out of School children should be identified and all efforts made to admit them to the next class for the academic year 2016 - 17.
- The above details should be entered in a register to be maintained by the School Head Master and Teacher.
- The Chairman and Convener should arrange for holding a rally in the early hours of the day with all stake holders at school level. Banners, Placards should be displayed during the rally highlighting the benefits provided by the Government.
- The Brochure/ Pamphlets developed by SSA should be distributed to every parent.
- On the same day of rally, a school assembly should be organized with all the stake holders. The Head Master should display the details of children as entered in the register. He/She also should discuss with all stake holders the plan and procedure to admit the children in Government School.
- An amount of Rs. 2500/- to 5000/- may be utilized (commensurate with the enrolment to be made in the School) from School Management Committee funds to meet the expenditure towards conduct of rally, school assembly and various activities relating to the "**Mana Vooru- Mana Badi**" Campaign for admissions 2016.
- All the teachers should participate in the program.

Benefits provided in Govt. Schools to be highlighted during the campaign

1. Free Education to all from classes I to X.
2. Qualified, experienced and capable teachers
3. Free Uniforms, Free Text Books & quality Mid-Day Meals
4. Parallel English Medium Sections in High Schools
5. Lab and Library facility to the Students.
6. Stress free Education through Continuous and Comprehensive Evaluation.
7. Transport facility to the students who travel more than 2KM.
8. Availability of 100% Teachers at the time of reopening of Schools.
9. Availability of 5 teachers in Model Primary Schools and adequate teachers in High Schools.
10. Sports/Physical Education, Yoga, good play grounds in Government schools
11. ICT based Digital Class Room, Virtual Class Room, etc. and internet connectivity to the School.
12. Additional special provisions for Children with Special Needs - Rs. 250/- per month escort allowance, Tricycles, Hearing Aid equipment and other appliances, EYE Screening and organizing free operation, if needed, continuous training through Physiotherapy to needy children and all types of surgeries/ operations to orthopedically challenged children.

Schedule of Activities:

The Hon'ble Chief Minister of Andhra Pradesh will launch the "Mana Vooru-Mana Badi" Campaign on 20.04.2016 at Kadapa at 05.00 PM

Sl. No.	Activity	Date	Timings
1.	Launch of Programme by Local MP/MLCs (MLA, District Collector, DEO, PO SSA, Public Representatives and other Community Leaders Ensure identification and participation of 5 Children from each category to be admitted into Government Schools during the launch programme: a) AWC b) From Class V in Primary School to Class VI in High School c) Children in Slum areas d) Drop Out and Out of school children e) Children from Private Schools joining Government Schools	20.04.2016	9.00AM TO 11.00AM
3.	Conduct of Rally and School Assembly at Primary School Level	21.04.2016	9.30AM TO 11.30AM
4.	Admission Program for AWC children completing 5 years of age	22.4.2016	9.00AM TO 12.00NOON
5.	Survey & identification of School Aged Children	20 th to 25 th April, 2016	9.00AM TO 12.00NOON & 4.00PM TO 6.00PM
6.	Visiting the Houses of all School going Children and confirming of admissions	27.04.2016 to 04.05.2016	8.30AM TO 12.30PM
7.	Issue of Admit Card (as annexed to the Proceeding)	20.04.2016 to 05.05, 2016	9.00AM TO 12.00NOON

NOTE:

- 1) For activity proposed during launch programme, all arrangements should be made to issue Admit Cards to the students identified & participating.
- 2) The services of One Headmaster and One Teacher from each category of School shall be utilized for the Vooru-Mana Badi" Campaign.

An amount of Rs.250/-per day for each Teacher and an amount of Rs.400/-per day for each Headmaster should be paid. The expenditure should be incurred from SSA Funds at the District Level or from School Grants, where available.

Hence, all the Regional Joint Directors of School Education, the District Educational Officers and Project Officers, SSA in the State are instructed to take immediate necessary action with regard to completion of Admissions for the academic year 2016 - 17 prior to closure of the present Academic year i.e., 2015 - 16 in line with the schedule communicated. Locally designed innovative campaign activities may be undertaken to ensure maximum participation and enrolment.

Therefore, all the Regional Joint Directors of School Education the District Educational Officers and Project Officers, SSA in the State are requested to follow the above instructions scrupulously.

A copy of the brochure/ pamphlet along with Admit Card is appended to this proceeding.

Treat this reference as **Most Urgent**.

K SANDHYA RANI

Commissioner of School Education

To

All the Regional Joint Director of School Education in the State.

All the District Education officers in the State.

All the Project Officers, SSA, in the State.

Copy to the Director, SCERT, A.P., Hyderabad for information.

Copy to all the Collectors and District Magistrate in the State for favor of information and necessary action.

Copy to State Project Director, SSA, A.P., Hyderabad for information

Copy submitted to the Principal Secretary to Government, School Education Department, A.P., Secretariat Hyderabad for kind information.

SC-5, SF-5.

// True Copy Attested//

Sneha 19/04/2016

ASSISTANT DIRECTOR

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19/04/16