

GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF EDUCATION, INSPECTION CELL (HQ)
OLD PATRACHAR BUILDING, LUCKNOW ROAD, TIMARPUR DELHI-110054

No. DDE/IC/HQ/2020-21/ 371-76

Dated:- 09/09/2021

CIRCULAR

Subject: Adoption of 50 Schools with lowest result by the officers of Directorate of Education as Mentors for the session 2021-22

On the basis of Result Analysis of class Xth CBSE Result in the Session 2020-21, 50 Government Schools with lowest result have been identified for adoption as per list attached (Annexure-I)

All the concerned officers of Directorate are requested to adopt the assigned Schools as per list enclosed for monitoring the academic performance during the Session 2021-22. Mentors are expected to visit the respective schools at least once in a fortnight and submit the Inspection Report on MIS in prescribed proforma (Annexure II) preferably on the same day of visit.

These issues with prior approval of the Competent Authority

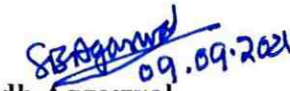

Zareen Taj
Addl. DE (Inspection)

No. DDE/IC/HQ/2020-21/ 375

Dated- 09/09/2021

Copy to:-

1. PS to Pr. Secretary of Education, GNCT of Delhi.
2. PS/PA to Director of Education, GNCT of Delhi.
3. Addl. Director of Education (Inspection Branch), GNCT of Delhi.
4. All RDE/DDE-District/DDE-Zones/SPE's/ HOS through MIS.
- ✓ 5. OS (IT) with the request to upload the same on the MIS.
6. Office Copy


Shrutu Bodh Aggarwal
DDE (Inspection)

List of mentors for Adoption of Schools with lowest result for the academic year 2021-22

Annexure - I

S.No.	Name of the Officer	Designation	School ID	Name of School	Shift	Class X PASS %
1	Sh. Shruti Bodh Aggarwal	DDE (Inspection)	1104336	Sonia Vihar-GBSSS	E	69.75
2	Mr. Mohinder Pal	DDE (SS)	1207255	Jagatpur - GBSS	E	84.27
3	Dr. Neeraj(CDC)	DDE Science Centre No.3	1106005	Mandoli-GBSSS	E	83.21
4	Mr. Ashok Kumar	DDE (LW/RTI/PIO)	1002006	Mayur Vihar, Phase I, Pkt. II-SBV (Prem Chand)	E	72.49
5	Mr. Daya Sankar	DDE (SOSE)	1002002	Patparganj-SBV (Genda Lal Dixit)	E	81.94
6	Dr. Surya Kant Prasad	DDE AWARD	1105239	New Jafrabad-GGSSS	M	75.00
7	Ms. Asha Aggarwal	DDE Sports	1207114	Nehru Vihar-GBSSS	M	71.67 Deviation(-4.19)
8	SH. Vikas Kalia	DDE (Central)	1104015	Khajoori Khas-GBSSS	E	80.56
9	Dr. Mohammad Javed Qamar	DDE EAST (Z-1-3)	1002008	Kalyanpuri-SBV	E	84.92
10	Ms. Neelam Yadav	DDE North East-I (Z-4)	1104026	Dayalpur-GGSSS	M	82.44 Deviation(-6.41)
11	Dr. Harsh Arya	DDE North EAST-II (Z-5,6)	1411009	Keshavpuram, No.1-GBSSS	E	79.12 Deviation(-10.88)
12	Ms. Renu	DDE NW-A (Z-9,10)	1309273	Shalimar Village-GBSSS	E	80.88
13	Sh. Kailash Chand	DDE W-A (Z-14,15,16)	1411015	Ashok Vihar, Phase II-GBSSS	E	76.16
14	Mr. Tapeswar	DDE NW-B-I (Z-11,12)	1412133	Mubarikpur Dabas-GGSSS	M	70.89 Deviation(-3.74)

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15	Ms.Savita Drall	DDE NW-B-II (Z-13)	1821234	Dwarka Sector-I Pkt-7 SBV	E	79.49 Deviation(-1.23)
16	Sh. Dr. Rajvir Singh	DDE SOUTH (Z-23,24)	1822015	Dichaon Kalan- GBSSS	B	26.19 Deviation(-50.28)
17	Dr. Davindra	DDE Zone 1	1001002	Vivek Vihar-SBV	E	84.46
			1001012	Vivek Vihar-GBSS	G	85.12 Deviation(-6.43)
18	Sh. Satish Kumar Sharma	DDE Zone 2	1002181	Mandawali-SBV, No. 3	E	76.50
			1002367	Mandawali, No.2 - SBV	E	81.38
19	Dr. Prem Kumar Tyagi	DDE Zone 3	1106263	Old Seemapuri, Block GH-GBSS	E	83.21
20	Mr. Surender Kumar Sharma	DDE Zone 4	1104151	Vijay Park-GBSSS	E	66.86 Deviation(-13.39)
			1104419	Tukhmipur, No.2 - GGSSS	M	77.59
21	Mr. Rajeev Kumar	DDE Zone 5	1106009	Seemapuri-GBSSS	E	76.86
			1106011	New Seemapuri- GBSSS	E	78.89
22	Smt. Meena Kumari	DDE Zone 6	1106118	East of Loni Road, DDA Flats-GBSSS	E	84.11
			1104005	Gokalpuri-GBSSS	E	72.43
23	Smt. Kamal Jeet Kaur	DDE Zone 7	1105004	New Seelampur, No.1- SBV	E	84.91
			1105238	New Seelampur, No.1- GGSS	M	78.85
24	Smt.Sudha Singh	DDE Zone 8	1208023	Kinari Bazar, Gali Barf Wali-GGSSS	G	50.00 Deviation(-33.33)
25	Sh. Bhagwati S. Aggarwal	DDE Zone 09	1309259	Jahangirpuri, Block K-GBSSS	E	81.53
26	Mrs. Balesh Kumari Vijayrun	DDE Zone 10	1411034	Wazirpur, J.J. Colony- SKV	M	77.82
27	Smt. Reeta Gupta	DDE Zone 11	1412288	Sultanpuri, P-Block - GBSSS	E	67.12 Deviation(-8.83)
28	Ms. Sunita Shokeen	DDE Zone 12	1412033	Mangolpur Kalan- G(co-ed)sss	G	82.00
29	Ms. Raj Kumari	DDE Zone 13	1413336	Rohini, Sec-4- Govt. Co-ed SV	G	73.12

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30	Dr. Jai Kishan	DDE Zone 14	1514110	Chand Nagar-SBV	E	82.38
31	Dr. Rakesh Rahi	DDE Zone 15	1515007	Madipur, No.1-SBV	E	80.21 Deviation(-2.18)
32	Sh.Rajbir Singh Yadav	DDE Zone 19	1924001	Sriniwaspuri-SBV (Govind Ballabh Pant)	G	78.79
33	Dr. Ashok Kumar Tyagi	DDE Zone 23	1923069	Khanpur, No.2-GBSS	E	71.28 Deviation(-0.62)
34	Sh. Ganesh Prasad	DDE Zone 24	1925055	Chitranjan Park- GBSSS	E	70.05
35	Dr.Akhilesh Kumar Bhatta	DDE Zone 25	1106264	Sunder Nagri- GGSSS	M	76.85
36	Sh. Virender singh	DDE Zone 26	1105015	Welcome Colony- GBSS	E	80.49 Deviation(-2.18)
37	Sh. Hans Raj Meena	DDE Zone 27	2127020	Darya Ganj, Pataudi House-GGSSS	M	77.08
38	Sh. Bharat Bhusan Gupta	DDE Zone 28	1923346	Sangam Vihar, J-Block- SKV	M	75.63
39	Dr. Shamshad Ali	DDE Zone 29	1925017	Tuglakabad, Railway Colony- SBV	E	74.90
40	Sh. Ravishankar Kumar Singh	OSD (Inspection)	1106004	Nand Nagri, Janta Flats-GBSSS	E	81.63
41	Dr. Kanhaiya Jha	OSD North East-I	1106261	Meet Nagar- B-Block, Delhi- 94,GBSS	E	73.38
42	Mrs. Neelam	SPE Zone-1	1002180	West Vinod Nagar, Block E-G(Co-ed)SSS	G	85.17
43	Ms. Nirmala Rani	SPE Zone-2	1002004	Shakarpur, No.2-SBV (Ishwar Chand)	E	80.82
44	Mr. Suresh Chand	SPE Zone-4	1104024	Yamuna Vihar, Block C, No.2-SKV	M	84.45

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Inspection Proforma

ID and Name of School _____
 Name and Designation of Inspecting Officer _____
 Date of Inspection _____
 Name and designation of HoS _____
 Whether HoS was present in the school _____ Yes/No
 If No, whether leave sanctioned by the Competent Authority _____

1. Result No. of Student APP Pass % 2020-21
 X
 XII
 2. Whether DBTB books distributed to students for Class I- VIII Yes/No
 3. Requisition for support Material submitted online Yes/No
 4. Number of Plan Admissions :-

S.NO	Class	Number of Admission
1	VIth	
2	IXth	
3	XIth	

5. No. of students with whom school is in regular touch during lockdown.
 6. No. of students to whom the school has no contact at all.

7. (A) Overall (All Stream) Result of Last Three Years of Class XII

	2018-19	2019-20	2020-21
Appeared			
Passed			
Pass %			

7. (B) Four Low performing Subjects of Class XII (2020-21)

Subjects	No. of Students	Pass	Pass %	Remarks

7. (C) Online Class for Class 12th During week (Monday to Saturday) 2021

Months Week (_____)					
Subjects	Total no of Students Enrolled	No. of enrolled student who attend online class	No. of Online test conducted	Compiled result prepared for the class	No of enrolled students who couldn't be contacted through whatsapp or any other modes.

7. (D) Weak Students identified or not.
 7. (E) Weak Students adopted by teachers record available or not.

Yes/No
 Yes/No

7. (F) Efforts done by the teacher who had adopted weak students.

8. (A) Overall Result of Last Three Years of Class X			
	2018-19	2019-20	2020-21
Appeared			
Passed			
Pass %			

8. (B) Two Low performing Subjects of Class X (2020-21)					
	Subjects	No. of Students	Pass	Pass %	Remarks

8. (C) Online Class for ClassX During week (Monday to Saturday) 2021						
Months Week ()						
Subjects	Total no of Students Enrolled	No. of enrolled student who attend class	No. of Online test conducted	Compiled result prepared for the class	No of enrolled students who couldn't be contacted through whatsapp or any other modes.	

8. (D) Weak Students identified or not.

Yes/No

8. (E) Weak Students adopted by teachers record available or not.

Yes/No

8. (F) Efforts done by the teacher who had adopted weak students.

9. Teaching learning activities during week (Monday to Saturday) 2021 :KG to IX& XI							
Months Week ()							
Class	Total no of Students Enrolled	No. of enrolled student who received assignment through whatsapp	No. of Enrolled student who completed assignment and reverted on whatsapp	No. of enrolled student who received assignment in print form	No. of enrolled student who completed assignment & reverted in hard copy	No. of enrolled student who couldn't be contacted through whatsapp or any other modes.	
KG							
I							

II						
III						
IV						
V						
VI						
VII						
VIII						
IX						
XI						

10. If attendance is low then steps taken to improve attendance/ involvement of students in online classes / regular classes :-				
(i) Parents are contacted by phone/personally		Yes/No		
(ii) Feeders schools contacted for information regarding students not attending classes.		Yes/No		
(iii) Phone numbers of all parents available with class teachers		Yes/No		
(iv) Any other effort by the HoS		Yes/No		
(v) Number of Student who could not be contacted till date.				
(vi) Reasons for not contacting/ joining online classes/ or classes.				
		Yes/No/Partially/NA (Select) IX X XI XII		
11	Whether teachers for all subjects are available for class IX to XII If No for which subject teacher is not available (Subject)	Yes/No Select Subject		
12	Whether low performing subjects identified on the basis of Annual Exam result of classes IX to XII?			
13	A) Whether action plan for improvement of low performing students in class X/XII prepared and followed by HoS and teachers?			
	B) Write a brief report			
14	Whether the teachers and HOS are aware of the syllabus to be covered for board classes this year.	Yes/No/Partially		
15	Whether the teachers and HOS are aware of Practice Paper /Sample Paper released by CBSE.	Yes/No/Partially		
16 Any other Deficiency noticed.				

17. Maintenance of School Records done properly	Yes / No
Please specify if any deficiency found.	
18. Any Audit Para is pending	Yes / No
If yes, steps taken by HoS Text	
19. Whether any Court case is pending at School level	Yes / No

20. (a) Service books of staff maintained properly	Maintained Properly / Partially/ Not upto date
(b) Leave record of Staff maintained properly	Maintained Properly / Partially/ Not upto date
21. Any other deficiency related to Data & Record Maintenance	

22. Basic Amenities (Availability & Functionality)

	Amenity	Availability	Satisfactory/Not Satisfactory
(a)	Potable Water	(Sufficient/Not sufficient)	Satisfactory/Not Satisfactory
(b)	Functional Toilets (as per norms)	(Sufficient/Not sufficient)	Satisfactory/Not Satisfactory
(c)	Lights	(Sufficient/Not sufficient)	Satisfactory/Not Satisfactory
(d)	Fans	(Sufficient/Not sufficient)	Satisfactory/Not Satisfactory
(e)	Usable Desks	(Sufficient/Not sufficient)	Satisfactory/Not Satisfactory
(f)	Black/Green Boards	Visible/Not visible	Satisfactory/Not Satisfactory
(g)	CWSN (Children with Special Need) facilities		
	(i) Toilets	(Sufficient/Not sufficient)	Satisfactory/Not Satisfactory
	(ii) Ramps	(Sufficient/Not sufficient)	Satisfactory/Not Satisfactory
	(iii) Railings	(Sufficient/Not sufficient)	Satisfactory/Not Satisfactory
(h)	CCTV Cameras	(Sufficient/Not sufficient)	Functional/ Not Functional
23 a.	Fire safety NOC		(Obtained/under process/Not started yet/not renewed)
23 b.	Evacuation plan		(Displayed//Not displayed)
23 c.	Whether 115 point performa for Safety & Security updated every month		Yes/No

24. a	Rain water harvesting system is available		Yes/No		
24 b.	If yes, whether functional		Yes/No		
25. a	Overall sanitation in the school	Excellent/ Very good/ Good/ Satisfactory/ Poor			
b.	If poor, whether action being taken by HoS/ Estate Manger to rectify the problem	Yes/No			
Any Other Deficiency in Basic Amenities					
26	Point of observation	Yes/No/Partially/NA			
		IX	X	XI	XII
A.	Whether parents are informed every month in writing by the HoS regarding low attendance and Performance of their wards?				
B.	Are SMC members involved to inform and motivate parents for regularity, academic attention and punctuality of the students even in online classes?				
C.	Are the note books/assignments/tests/project work of the students checked on regular basis and the mistakes committed by the students rectified/follow up done?				
D.	Does the HoS/Vice Principal monitor and supervise class IX to XII on regular basis and maintain the records of the same?				
E.	Are all subjects being taught for classes IX to XII in the school?				
F.	Whether syllabus covered as per available on MIS?				
G.	Are the students, parents and teachers aware of latest Examination Pattern of classes IX and X.?				
H.	Whether Time table is displayed in the class or not.				
I.	Whether text books of NCERT are being used by students as well as teachers.				
J.	Whether ICT Lab is functional or not and internet connection is available.				
K.	Whether support material/DBTB Material has been distributed to the students.				
Remarks/Pen picture (On the basis of interaction with Students and Teachers):-					