

Copy of letter No.H.P.P.E.S(SSA)-R&E(EVA-Terminal Assessment /2013-14-6083-6121, dated 21-12-2013, received from the Mission Director, Sarva Shiksha Abhiyan, Himachal Pradesh.

Subject:- Terminal Assessment of classes I to VIII students enrolled in summer closing Government Schools.

As you all are aware that baseline assessment of all students enrolled in Govt. schools was conducted during the month of May, 2013 in the state in order to ascertain their learning level in the beginning of session. Thereafter, teachers themselves have assessed students in two quarters i.e. I & II. **Now the terminal the assessment (the last quarter assessment) is to be conducted in all the summer closing schools in March,2014. The question paper for Terminal Assessment shall be developed and printed by SPO, SSA and Supplied to all the summer closing schools.** The end line of 2013-14 would become the Baseline for next academic session.

The broad modalities to be followed for terminal Assessment are as follows:-

- 1) **Firstly all Districts Project Coordinators are requested to give class wise enrollment of students from class I to VII as per attached format latest by December 28th 2013.**
- 2) Terminal assessment of the Students enrolled in Government schools shall be conducted for the summer closing schools in the 2nd and 3rd week of March, 2014. The date sheet will be issued later on.
- 3) The assessment of Class-V shall be conducted under the supervision of Deputy Director Elementary Education preferably at cluster level.
- 4) The assessment of Class-VIII shall be conducted under the Supervision of Deputy Director Higher Education preferably at Senior Secondary School level.
- 5) Since Assessment for Class-V and VIII shall be at Cluster and Senior Secondary School level respectively. So, Deputy Director Elementary Education, BEEOs alongwith BRCCs and Deputy Director Higher Education may undertake an exercise to see where Assessment centre's for class-V and VIII respectively to be conducted. They are further requested to see that in case required, more than one centre for assessment may be established within a cluster so that students do not have to walk very long distances. The detailed demand for question paper for class-V and VIII may be worked out centre wise.

- 6) For the class-I, II, III, IV, VI and VII, CHTs and DPOs may make preparations and appropriate measures for the smooth and effective conduct of assessment. Teachers from the adjoining nearby schools may be interchanged as practicable, keeping in view least involvement of TA/DA.
- 7) Question papers in the subject of Hindi, English, Maths and EVS would be provided for class I to V.
- 8) Question papers for the compulsory subject of Hindi, English, Sanskrit, Maths, Science, SST, Drawing & Yog/ Sanskrit would be provided for Class-VI, VII & VIII through the DEE. **For rest of the subject schools shall develop their own papers.**
- 9) Answer sheets for all classes would be procured from the funds given under SSA/RMSA to schools or other funds available with schools.
- 10) Question papers would be sent to Deputy Director / DPO as the case may be in sealed packet as per enrollment of the District. Thereafter, it would be repacked and sealed for blocks and schools in envelopes. Teacher in respective schools would open sealed envelope half an hour before the assessment. All CHTs, BEEOs, BRCCS, DPOs and Deputy Directors would coordinate with each other in packing, distribution, monitoring and conduct of assessment.
- 11) Evaluation of answer sheets of class-I to IV, VI and VII may be done at school level under the supervision of DPOs and BRCCs and for the class-V and VIII at cluster / block level under the supervision of Deputy Directors, BEEOs and BRCCs as per convenience and practicality.
- 12) **Final Results would be declared by respective schools in accordance with instructions already circulated as per department's schedule.**
- 13) Student wise and school wise data would be compiled in the format to be mailed by SPO, SSA. The school teacher shall prepare result in duplicate. One copy shall be retained for the school record and other copy to school head / CHT as the case may be. The school head /CHT shall immediately hand over the result sheet to the BRCC latest by 31st March, 5.00 PM. The BRCCs shall be solely responsible for collection & compilation of the result sheets of all schools within his /her jurisdiction. BRCC will send the complied sheets to the district by 15th April and district to state by 30th April,2014.

- 14) The record of Baseline (conducted in May, 2013) and terminal assessment is to be retained in the school for one year.
- 15) Sample checking of answer sheets shall be done on random basis by the supervisory officers.
- 16) Formats for reporting of data shall be provided later.
- 17) All these instruction should be conveyed to BRCCs and schools so that proper arrangements for the conduct of assessment could be made at their level.
- 18) The Deputy Directors, DPOs, DEEOs, DIET Coordinators, BRCCs my be deputed to pay random visit to schools during assessments and prepare report as per the format attached. The same be shared with SPO immediately after the assessment is over.

Should you need any clarification, you may get in touch with Ms. Shubhra Bannerjee, R&E Coordinator, SPO, Shimla.

Yours sincerely,

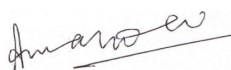
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Director of Elementary Education,
Himachal Pradesh, Shimla-1

**Directorate of Higher Education,
Himachal Pradesh, Shimla-1**

Endst.No.EDN-HE(21)A(3)33/2013-V-Vol-III dated Shimla-1 the 01st December,2013
Copy for information and necessary action is forwarded to:-

1. The Mission Director, SARVA SHIKSHA ABHIYAN, Himachal Pradesh, Shimla-1, w.r.t. letter No.H.P.P.E.S(SSA)-R&E(EVA-Terminal Assessment /2013-14-6083-6121, dated 21-12-2013.
2. All the Deputy Directors of Higher Education in Himachal Pradesh, with the directions to take appropriate action in the matter accordingly at the earliest as desired by quarter concerned.
3. The Technical Officer, IT Cell, Directorate of Higher Education, Himachal Pradesh, with the direction to upload the same on the departmental website.
4. Guard file.



(Dr. Amar Dev),
Joint Director of Higher Education(C),
Himachal Pradesh, Shimla-1