

Registered Post

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Directorate of Higher Education

Himachal Pradesh, Shimla-1

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To

Dated: Shimla-171001, the _____ December, 2023

All the Deputy Directors of Higher Education,
in Himachal Pradesh

Subject: - Guidelines to improve Quality of Education through Convergence and Resource Sharing.

Please find enclosed herewith a copy of letter No. PS/Secy (Education)/12/2023-dated: 07th December, 2023 received from the Secretary (Education) to the Government of Himachal Pradesh, Shimla-2 on the subject cited above.

In this connection, you are hereby directed to issue necessary directions to all the Heads of Institutions under your control to implement the above said guidelines in their respective schools in letter and spirit and send the action taken report to this Directorate, so that the A.D. can be apprised in the matter accordingly.

Treat it as most urgent and take action in the matter on top-priority

basis.

Enclosures: 03 Pages.




(Dr. Amarjeet K Sharma)
Director of Higher Education
Himachal Pradesh, Shimla-1

Endorsement No. Even, Dated: Shimla-1, the _____ December, 2023

Copy for information to:

- 1 The Secretary (Education) to the Government of Himachal Pradesh, Shimla-2.
- 2 The Technical Officer (Computer/IT Cell), Directorate of Higher Education, Himachal Pradesh, Shimla-1 to upload the letter on departmental website.
- 3 Guard file.



Director of Higher Education
Himachal Pradesh, Shimla-1

No.PS/Secy(Education)/12/2023
O/o Secretary (Education)
Government of Himachal Pradesh.

To .

1. The Director, Higher Education
Shimla-1
2. The Director, Elementary Education
Shimla-1
3. The State Project Director, SSA
Shimla-1

Dated, Shimla-171002, the7th December, 2023

Subject:

Guidelines to improve Quality of Education through Convergence and Resource Sharing.

Sir,

This is continuation of the Guidelines issued letter No PS/Secy(Education)/11/2023 Dated,29th November,2023.

In this regard the attached Guidelines are issued, to elaborate and clarify the Guidelines issued on 29.11.2023.

Yours faithfully,

(Rakesh Kanwar)IAS
Secretary (Education) to the
Government of Himachal Pradesh,
Shimla-171002.

Endst No. PS/Secy(Education)/12/2023 Dated:-7th December,2023

Copy forwarded for information and Further necessary action.

1. All the Deputy Directors of Higher/Elementary Education, Himachal Pradesh for information and necessary action in the matter.
2. O/o Hon'ble Education Minister for information.

(Rakesh Kanwar)IAS
Secretary (Education) to the
Government of Himachal Pradesh,
Shimla-171002.

Urgent
Sh. Saurabh Jaiswal

GUIDELINES FOR IMPROVING QUALITY EDUCATION: 02/2023

Dated: December 07, 2023

This is in continuation of the Guidelines issued letter No PS/Secy (Education) 11/2023 Dated, 29th November, 2023. It is heartening to note that the teachers have started implementing these Guidelines in their school with enthusiasm and positive outlook. Already, they are sharing pictures of happy children enjoying in a highly charged atmosphere. The teachers have been sharing the pictures and videos of common morning assembly and of visit by students of primary classes to the laboratories and libraries in the senior section of the Cluster School. The joy, wonder and sense of awe is palpable. This sure is the way forward.

These Guidelines aim at achieving optimal convergence and collaboration between the Directorates of Elementary and Higher Education. The purpose is to focus on the learning levels of the students by way of resource sharing. It has been noticed that certain points mentioned in the Guidelines need further elaboration so that there is more clarity about these. Therefore, following points are elaborated and clarified for better understanding of all concerned:

1) **The Cluster Committee**

a) The Cluster Committee will have following composition:

- i) The Principal/Headmaster/Teacher in-Charge of the Senior Secondary School/High School/Middle School- **Chairman/Head of the Cluster Committee.**
- ii) All the heads of the educational institutions of the Schools in the **Cluster-Member.**
- iii) At least one teacher from every Schools in the Cluster (other than the head teacher) - **Member.**
- iv) The Centre Head Teacher or the Head Teacher/Teacher In-Charge of the Primary School with the highest enrolment in the Cluster-**Member Secretary.**
- v) At least one representative of the SMC (a parent, preferably a mother) nominated by the concerned School SMC (one representative from the SMC of each School in the Cluster)-**Member**
- vi) Any other member decided by the Cluster Committee to be made a member of the Committee.

2) Mid Day Meal:

- a) The Cluster Committee will take the decision regarding preparing and serving of the Mid Day Meal at one common place for the entire Cluster after evaluating the ground level situation. It is possible that in some cases the Schools may be located within a distance of 300 meters from each other but it would not be possible to prepare common Mid Day Meal due to practical difficulties such as (only indicative and suggestive examples): there may be a road with heavy traffic between the Primary and the High/Secondary School campus. Further, it is possible that the distance between the schools is more than 300 meters but it is possible to have common Mid Day Meal facilities. However, the Schools should make a conscious and positive effort to take advantage of the synergies generated by convergence. This will free the teachers of extra work and they will be free to focus more on teaching learning activities.
- b) Steps should be taken to seek help of mothers of the students/SMC/Mahila Mandals on voluntary basis.
- c) In cases where Mid Day Meal is cooked at one place, the record related to Mid Day Meal can be kept separately for the Primary and Middle sections as the quantity allowed and cost norms are different. However, this does not mean that common meal cannot be served. In fact, by sharing resources and converging procurement and materials better nutrition can be provided to the students.
- d) In no case, any Mid Day Meal worker who has been engaged by the school will be disengaged. He or She will continue to function as before in view of the Guidelines issued by Government of India in this regard.

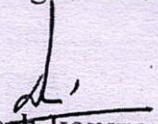
3) Administrative Arrangement:

- a) The teachers in Primary/Middle/High/Senior Secondary Schools will continue to be governed under existing system, that is through their respective reporting authorities in the Directorate of Elementary Education and Directorate of Higher Education respectively, for the purposes such as Leave/ACRs and other Service Rules. However, the teachers in the Cluster will inform about their leave/absence etc. to the Cluster Head so that alternate arrangements are made for teaching the students in the absence of a particular teacher.
- b) The issues concerning the day-to-day management of the affairs of the Cluster Schools will be decided during the monthly meetings of the Cluster

Schools. The decision taken by the Cluster Committees should be taken in the best interest of the students and these decisions can continuously be reviewed and revised by the Committee as per the local needs, requirements and keeping in view the learning outcomes.

4) Supportive Supervision

- a) The CHTs, BEEOs, Deputy Directors from the Elementary Education side; the Deputy Directors of Higher Education and the District Programme Officers-cum-Principal DIETs will visit Cluster Schools and suggest improvements.
 - b) They should try to attend the monthly meetings at least in the first year of the implementation so that their valuable experience can be used to improve the cluster system and to iron out operational difficulties.
 - c) The officers, after their visit to the Cluster Schools, will submit their Observation/Tour Report/Suggestion based on their visit to the respective Superior Officer on monthly basis.
 - d) The Director Elementary Education and the Director Higher Education will also make it a point to include a visit to the Cluster Schools whenever they are on tour.
- 5) It is worth mentioning that there have been very encouraging reports from the field after these Guidelines were issued. It is expected that the sharing of resources and convergence will lead to better learning outcomes and the enrolment will increase in the next academic session.
- 6) It must be noted that these Guidelines are suggestive in nature and the Teachers along with the local school community will be able to come up with hundreds of encouraging experiments and creative ideas to promote culture of co-operation, collaboration and joy of learning. Not only this, the lead taken by the teachers of Himachal Pradesh in improving quality of education through will set an example to follow before the nation.


(Rakesh Kanwar)

Secretary Education
to the Government of Himachal Pradesh