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नवोदय विद्यालय समिति

मानव संसाधन विकास मंत्रालय
(स्कूल शिक्षा और साक्षरता विभाग)
(भारत सरकार)

क्षेत्रीय कार्यालय :
बे० न० 26-27, सेक्टर 31 ए,
चण्डीगढ़-१६००३०



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NAVODAYA VIDYALAYA SAMITI

Ministry of Human Resource Development
(Department of School Education & Literacy)
(Govt. of India)

Regional Office :
Bay No. 26-27, Sector 31-A,
Chandigarh - 160030

संदर्भ संख्या : फ-3-24/न.वी.एस./आर-ओ चण्डीगढ़/2010/2773-76 दिनांक : 08-9-2016

URGENT

To

The Principal,
All Jawahar Navodaya Vidyalayas
(Under Chandigarh Region)

Sub. :- **Guidelines for making easy, happy stay arrangement and safety & security of students in JNVs.**

Sir/Madam,

Please find enclosed herewith the copy of DO letter No. F. 5-4/2015/NVS/SA/53 dated 29.07.2016 of Commissioner, NVS, which has been addressed to Principal, all JNVs and copy of same endorsed Deputy Commissioners all Regional Offices and all Assistant Commissioners-cum-Cluster Incharge for compliance and ensuring full safety and security of students. The Commissioner NVS vide aforesaid letter has issued various guidelines / instructions for taking action at Vidyalaya level for the safety and security of students, ensuring their easy and happy stay in JNV campus.

In this regard, it is requested to take all necessary action at Vidyalaya level and ensure 100% compliance of these instructions / guidelines for the safety and security of students. A compliance report on all the issues mentioned in above referred letter may be sent to this office by 15.09.2016 positively.

Yours faithfully,

Encl : As above

(S.P.K. Sidhu) 6/9/16

Deputy Commissioner (I/c)

Copy to :-

1. Sh. M.C. Charles, Assistant Commissioner
2. Sh. Vikram Joshi, Assistant Commissioner-cum-Director, NLI, Chandigarh
3. Sh. Milan Kumar, LDC for updating on the website of this office.
4. PS to Commissioner, NVS, Hqrs. Noida.

Deputy Commissioner (I/c)

6/9/16

विश्वजीत कुमार सिंह, भा.व.से.
आयुक्त
Bishwajit Kumar Singh, IFS
Commissioner



नवोदय विद्यालय समिति
Navodaya Vidyalaya Samiti

मानव संसाधन विकास मंत्रालय
Ministry of Human Resource Development
(स्कूल शिक्षा और साक्षरता विभाग)
(Deptt. of School Education & Literacy)
भारत सरकार/Government of India

D.O. No. 5-4/2015/NVS(SA)/53
Dated 29 July, 2016

Dear Sir/Madam,

By now class VI admissions must have started in JNVs. Children at tender age 9-13 years take admission in class VI. Once the child is admitted following activities are to be undertaken for quick adjustment of the child in the vidyalaya.

- ✓ A counseling session/welcome session may be arranged in a befitting manner in the vidyalaya for the students of class VI. House masters, Associate house masters, Class Teachers, Catering assistant, Staff Nurse etc attend it and they may introduce themselves to the students and parents.
- ✓ Parents may be briefed about the rules and regulations of vidyalaya in a nut shell
- ✓ Students may be introduced to other students from the same village or students from relatives families and such senior students can adopt the class VI students and guide
- ✓ Bedding items, Uniform, Books, Mess plates may be issued to the students
- ✓ Class teacher and Co class teacher shall take a briefing session in the class room
- ✓ HM and AHM should also conduct an orientation program to the students in their respective hostels
- ✓ Catering Assistant and staff Nurse will conduct orientation session in the mess dining hall
- ✓ PETs will give training on M/A, MPT and evening games and sports
- ✓ Students may be shown labs, library, TV room and other departments
- ✓ Phone numbers of relatives and friends of class VI children may also be taken by HMs and class teachers
- ✓ Wing prefects and senior students may be assigned the duty of helping and guiding the children in hostels during night for few days
- ✓ Parents may be allowed to see their wards on Sundays and holidays for first few months
- ✓ Night watchman can be given duty to take rounds in the boys hostels in the night for few days
- ✓ Matron should sleep with Class VI children for few days
- ✓ Presence of HM/AHM with the students on holidays/Sundays is a must
- ✓ Photo identity card may be issued to father and mother/guardian

All efforts must be made by the vidyalaya so that the children of class VI get adjusted in the vidyalaya and concentrate on their studies. New Young students are our welcome guests.

3-24

Class IX and XI admissions

In addition to above mentioned points a bridge course of 10 days may be arranged for newly admitted class IX and XI students for filling up the learning gaps.

Campus cleanliness

- ✓ Wild grass and other weeds grow in the campus in rainy season which harbor poisonous insects and snakes. These areas must be got cleaned.
- ✓ Sufficient lighting must be made available in the campus.
- ✓ Students must be told to use torch lights in the night when they move to dining hall for dinner and take steps for arrangements.

Principals may arrange anti venom and other medicines in MI room. Part time Doctor should be engaged.

Students after summer vacation feel home sickness on reporting in vidyalaya. This can happen with any student including migrated students. Hence counseling sessions must be conducted by HMs and AHMs in presence of parents. Students may be advised to disclose any health problems and other problems faced at home during vacation so that required care can be taken by staff nurse.

All circulars issued by samiti were compiled and were placed on NVS website in November 2015. Safety security points given in these circulars must be discussed in staff meetings and in morning assembly. Action taken on these guidelines may be sent in a consolidated manner at the earliest. All precautionary measures must be taken by all staff members to ensure fullest safety and security to the students.

Yours sincerely,


(Bishwajit Kumar Singh)

The Principal,
All Jawahar Navodaya Vidyalayas

Copy to:-

- 1) Dy. Commissioner, NVS, all Regional Offices for compliance.
- 2) AC NVS Regional Offices / Cluster In-charges with directions to be in touch with Principals on day to day basis for ensuring fullest safety of students.
- 3) NVS. website