

PROCEEDINGS OF THE COMMISSIONER OF SCHOOL EDUCATION
ANDHRA PRADESH, HYDERABAD

Proc.Rc.No. 293 /B1/C&T/SCERT/2015

Dated: 31-08-2015

Sub:- SCERT, AP, Hyderabad – Annual Achievement Survey – 2015 - Action Plan for improvement of the performance levels - Guidelines for Implementation – Communicated - Reg.

Ref:- Annual Assessment Survey – 2015 Results.

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All the District Educational Officers in the State are aware that the Annual Assessment Survey-2015 was conducted in the month of April 2015. The data was processed and analyzed the achievement levels of children of class III, V and VIII in Telugu, English and Mathematics subjects respectively. Report Cards like State Card, District Card, Mandal Card, School Card and Student Card was generated and the same was uploaded in the website. The School Cards class wise were printed and sent to the respective DEOs for onward distribution to the schools through the concerned MEOs.

In view of this an Action Plan has been prepared indicating the roles and responsibilities of various field functionaries i.e., Dy. EOs, MEOs, Complex Headmasters and concerned teachers for taking necessary action for the improvement of the achievement levels of low performing children (i.e., "C" Grade). The same is enclosed. Under the Action Plan student studying IV, VI and IX has to be considered for remedial teaching as they were tested in AAS in the classes of III, V and VIII during the academic year 2014-15.

Regarding VI class, some of the students after completing Primary school might have joined in nearby secondary schools in class VI. The Headmasters of the Secondary Schools shall be instructed to track the performance of these children who joined in their schools in class VI, with help of previous school headmaster and with the data available in the website. The modules consisting of special activities for three classes in three subjects to improve the performance of low grade children will be sent in due time and the same has to be uploaded in the respective district website.

Hence, they are requested to hold a meeting with Dy.EOs, MEOs to share Mandal wise results and discuss the Action Plan to be implemented for improvement of performance of children in the State. They are also requested to instruct the Dy. EOs and MEOs to hold similar meetings in their jurisdiction to discuss school wise results with the HMs and to collect list of low performing children school wise, class wise and submit to the DEOs for further course of action.

Sd/-

Prof. M.V. Rajya Lakshmi

For Commissioner of School Education

Encl:

1. Action Plan and Guidelines

To

All the District Educational Officers in the State.

Copy to POs of SSA and Principals of DIETs in the State.

Copy to RJDSEs in the State.

Copy forwarded to the SPD, SSA for information.

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

ANNUAL ASSESSMENT SURVEY -2015

Action Plan and Guidelines for the Improvement of achievement levels of low performing Children (“C” Grade Children)

Annual Assessment Survey -2015 was conducted in all schools of 13 districts in the state with a purpose to understand the achievement levels of students studying in classes III, V and VIII and take follow-up action for improvement. Based on the results, reports cards were developed from student level to State level. The same were uploaded in the website and also communicated to field functionaries.

Action Plan for the improvement of achievement levels of ‘C’ grade children:

1. Fixing child wise targets for S1 and S2 with at least 10% improvement in each test.
2. Implementing the special module developed for ‘C’ grade children.
3. Allocating specific time in school time table.
4. Conducting tests after completion of each unit.
5. Recording the progress in **Children Annual Performance Record (CAPR)**
6. Meetings with parents to ensure regular attendance and follow up.
7. Nominating division wise in-charge officers for regular monitoring.
8. Performing visits to schools by the officers regularly and observing the implementation of action plan.
9. Conducting reviews from school level to state level.
10. Reporting the progress to higher levels.

Roles of Field functionaries in implementation of Action Plan

1. Director, SCERT

- Generate report cards from state level to school level.
- Develop special module for ‘C’ grade children.
- Conduct training of teachers to sensitize them on the results of AAS and implementation of special module.
- Get an online application developed for tracking of the progress.
- Review the progress through online and during the meetings of DEOs regularly.
- Undertake district visits through district in-charge officers.

1. District Educational Officers & Project Officers of SSA:

- Analyze the data Mandal wise and share with Dy.EOs and MEOs.
- Conduct meetings with Dy.EOs and MEOs to discuss the AAS reports and make action plan.
- Prepare district wise implementation plan for improvement of grades.
- Fix targets to Dy.EOs and MEOs for improvement of achievement levels.
- Track the improvement Mandal wise throughout the year.
- Observe the implementation of module of 'C' grade children in schools during the visits.
- Discuss the achievement levels of VI and IX class children with the headmasters of secondary schools during the meetings.
- Nominate the sectoral officers of SSA as division wise in-charges to oversee the implementation of action plan.

2. Deputy Educational Officers & Mandal Educational Officers:

- Fix targets school wise for improvement of the achievement levels.
- Discuss the progress during monthly meetings of Headmasters.
- Observe the implementation of the module developed for 'C' grade children during the visits.
- Visit the schools and Monitor the implementation of Action Plan at school point regularly.
- Obtain school wise reports from all schools under his /her jurisdiction, prepare mandal wise consolidation and furnish to DEOs.

3. School Complex Headmasters:

- Observe child wise performance during the visits.
- Discuss school wise progress during school complex meetings.
- Maintain school wise and child wise performance reports.
- Ensure the implementation of special activities for 'C' grade children.
- Focus on the schools which have more number of 'C' grade children.
- Track school wise and child wise progress based on the targets fixed.

4. School Headmasters / Teachers:

- Implement the module developed for 'C' grade children of IV, VI and IX classes.
- Allot specific time for 'C' grade children in school timetable for the teaching of Telugu and Mathematics.
- Record the achievement levels of III, V and VIII class children of AAS in **child performance record** of school readiness programme in the classes of IV, VI and IX.
- Take action to bring 'C' grade children to at least 'B' grade by the end of Summative Assessment-I.
- Use necessary teaching learning material for Telugu and Mathematics to teach 'C' grade children.
- Conduct Tests after completion of the activities of each chapter in the module.
- Headmaster shall conduct weekly reviews with teachers to discuss the progress of each child and also to make plans for the next week.
- Ensure all the 'C' grade children attend the school regularly.
- Give homework / Assignments after completion of each unit for better understanding.
- Meet the parents of 'C' grade children shall be conducted to report the progress of their children and also to ensure regular attendance.
- The Headmaster of high schools track the performance of VI and IX class children based on their performance in AAS – 2015 reports available in the website.

5. Implementation Schedule

Sl. No.	Description of Activity	Time Schedule	Responsible Officer
1	Conduct of Divisional level meeting with Dy. EOs, MEOs and Headmasters of High schools on AAS-2015 results and fixing targets.	1 st week of September 2015.	DEOs, DIET Principal
2	Conduct of Mandal Level meetings with HMs of Primary and Upper Primary schools and fixing school wise targets	2 nd week of September 2015	MEOs
3	Conduct of School level meetings for fixing class, child wise targets	2 nd week of September 2015	Headmasters
4	Commencing of Action Plan / Teaching as per remedial teaching material for class IV, VI and IX.	2 nd week of September 2015	Teachers
5	Preparing progress reports based on SA-1 for classes IV, VI and IX and furnishing to MEOs.	October 2015	Teachers
6	Consolidation of Mandal level reports and furnishing to DEOs and DIET Principals	October 2015	MEOs (Primary) Dy.EOs (High Schools)
7	Conduct of district level meeting to review the progress reports and furnishing district report to SCERT	1 st week of November 2015	DEOs, DIET Principals
8	Preparing progress reports based on SA-2 for classes IV, VI and IX and furnishing to MEOs.	Last week of December-2015	Teachers
9	Consolidation of Mandal level reports and furnishing to DEOs.	1 st week of January 2016	MEOs (Primary) Dy.EOs (High Schools)
10	Conduct of district level meeting to review the progress reports	3 rd week of January 2016	DEOs
11	Preparation of district final reports and furnishing to SCERT	1 st week of February 2016	DEOs, DIET Principals
12	Conduct of AAS-2016	1 st week of April 2016	DEOs, DIET Principals
13	Declaring results	2 nd week of May 2016	SCERT

Director, SCERT