

**STATE COUNCIL OF EDUCATIONAL RESEARCH & TRAINING
VARUN MARG, DEFENCE COLONY, NEW DELHI-110024**

F.No:3(2)/SCERT-Saajha/2023-24 | 5556-61

Dated:06/07/2023

07/07/2023

Circular

Sub: Circular for Interventions in Mega Parent Teachers' Meeting (PTM) in July 2023

As you are aware, the commendable efforts of Mission Buniyaad have been diligently implemented in all Government Schools during the recent summer vacations. Now, it is crucial to appraise and engage parents in understanding the outcomes of Mission Buniyaad. We firmly believe that learning should not be limited to the confines of the school but should continue at home, fostering a collaborative environment.

In this regard, the State Council of Educational Research and Training (SCERT) in collaboration with the Saajha would like to drive an agenda focused on involving parents in their child's learning process during this Mega PTM. We aim to create a strong bond between the school and parents, nurturing the holistic development of our young learners.

To ensure the success of this Mega PTM, we kindly request all Heads of Schools to organize the event in accordance with the designated schedule and adhere to the following guidelines:

- (a) **Sending the written invitation to establish a connection with parents:** Each Head of School must ensure that parents of the respective classes receive written invitations in the form of vibrant and appealing cards/notes. Additionally, a notification should be included in the student's diary, providing advanced notice of the event. The Notification should also include a request to bring smartphones for the PTM.
- (b) **Progress Update:** It is imperative to update parents on the progress made by their children during their participation in Mission Buniyaad. This will allow parents to gain insights into their child's educational journey and celebrate their accomplishments.
- (c) **Continuation of Learning:** In order to sustain the momentum of Mission Buniyaad by ensuring that the home environment is conducive to Foundational Literacy and Numeracy, teachers will have to talk to the parents on the following points-
 - (i) The importance of supporting their child's learning at home.

- (ii) How can they support their child at home- Doing some activities with their child- Involving them in household chores, talking to them about their day at school, their friends, their favourite subjects etc. (For this purpose schools are requested to refer **"Bachcho ke sikhne me parivar ki bhagidari"**. QR code is given to access the booklet.



Post this discussion with parents, they will be requested to give a missed call to the following number: **01141185091**. Upon providing the missed call, parents will receive a message on their WhatsApp, where they will be prompted to provide the school ID, their name and the name of their child. This will ensure that parents have access to the content related to parental engagement in education given on Saajha's technology tool. The parents will be able to access the content and will receive activities every week.

The schools will have to write the school ID on a blackboard where it is visible to everyone.

- (d) **Record-Keeping:** It is essential to maintain a comprehensive record of the PTM, class-wise. This will enable us to effectively track the discussions and actions taken during the meeting, ensuring transparency and accountability. A Google form created by Saajha will be shared with CRCCs and floated with teachers which they will be responsible for filling on the same day.

We appreciate your cooperation and enthusiastic participation in this endeavour to empower our children with quality education. Together, let us foster an atmosphere where learning knows no boundaries and flourishes within the realms of both school and home.

The teachers should follow the following steps to ensure that maximum parents are attending the PTM and they have been able to discuss the importance of parental engagement in their child's education with parents. To make the PTM more effective, Teachers are requested to refer "**Mega PTM teachers manual**". QR code is given to access the manual.



Pre-PTM-

1. Create an invitation for the PTM and share it on the WhatsApp group with parents at least two days before the PTM
2. Share the invitation by writing it in the student's notebook
3. The invitation should include instructions about bringing smartphones for the PTM
4. Creating sitting arrangements for parents in schools
5. Writing school ID and Saajha's WhatsApp bot number on the board so that it's easily visible to parents

During PTM

1. Gather all parents in a hall or in classes whichever is suitable. But it is important that parents are oriented together in a group.
2. Talking to parents about the academic year- The syllabus, exams, extracurricular activities
3. Talking about Mission Buniyad-
 - a. The baseline results of Mission Buniyad
 - b. The improvement that students have shown in the classes conducted under Mission Buniyad

4. The teachers will then talk about the importance of creating a learning environment at home and parents' contribution towards it-
 - a. This will start with what is a learning environment at home-
 - i. Teachers should share with parents that the students should have a dedicated time and place for doing their homework at home
 - b. Then the teachers will talk about parents talking to children about school and their study at home
 - i. Parents should ask their children about their day at school
 - ii. They should ask children about their friends, and their favourite activities to do with their friends
 - iii. Parents should also ask their children about their favourite subjects, the subjects they do not like, and the challenges they face while studying
 - c. The teachers then should introduce the following activities to parents that would enable them to participate in their child's learning-
 - i. Including them in household chores- By using utensils parents can teach shapes to their children, and parents can introduce various vegetables to their children to teach them their usage and their colours. Parents can also teach their children counting by asking them to count vegetables.
 - ii. Taking children to the market- Doing basic addition and subtraction at shops- How much money was given and how much money should they get back? Asking children to read signs and boards.
5. The teachers then will orient parents on activities related to improving their children's foundational literacy and numeracy. They will also orient on the whatsapp bot created by Saajha in collaboration with SCERT. They will be told about the content they will be receiving Via Whatsapp on FLN and parental engagement.
6. The teachers will ask the parents to give a missed call on this No- **01141185091**. Once parents give a missed call, they will be asked the following questions on their WhatsApp, the teachers will guide them to answer the questions-
 - a. **क्या आप बच्चे की स्कूल का आयडी जानते हो?- Teachers will need to tell parents the school ID.**
 - i. हाँ
 - ii. नहीं
 - b. **स्कूलआयडी लिखें**
 - c. **पैरेंट का नाम लिखिए**
 - d. The parent will receive the consent message
 - e. The parent will have to click on the Haaa button- Teachers will have to instruct parents to click on the Haan button
 - f. **बच्चे का नाम लिखिए**

g. बच्चा कौनसी क्लास में पढ़ता है?

i. The parent will receive a list of class

h. बच्चा कौनसी शिफ्ट में स्कूल में जाता है?

i. मॉर्निंग

ii. ईवनिंग

7. Teachers will encourage the parents to explore the Main menu where they will get to see some easy learning activities for their kids and tell them that soon they will receive parental engagement activity on Whatsapp bot in every 10 to 15 days accessing the parental engagement content on Saajha's bot
8. Teachers will thank parents for participating in the PTM.

(Dr.Nahar Singh)

Jd.(Acad)SCERT

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- 1.P.S. to Secretary, Education
- 2.P.S.to Director, SCERT
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- 4.P.S. to Director(Primary Education)
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6. OS(IT to upload on MIS)
- 7.Guard File

(Dr.Nahar Singh)

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