



स्वाध्यायान्ता प्रमदः

State Council of Educational Research and Training
(An autonomous organization under Govt. of NCT of Delhi)
Varun Marg, Defence Colony, New Delhi 110024
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F.No.-3(3)(iv)/CLDP/INSET/SCERT/2022-23/ 9091-98

Date: 25/08/23

CIRCULAR

Sub: CLDP for Mentor Teachers, Academic Coordinators and Core Session for Facilitators

SCERT Delhi is organizing the Cluster Leadership Development Program (CLDP) for Principals, HoSs, and Mentor Teachers of all Govt. Schools of DoE, GNCT, Delhi. The objective of the CLDP program is the development of the leadership competencies of the Principals/ HoSs, and a constant journey of growth and improvement in the school.

The focus of the CLDP session for August 2023 will be on:

1. Building practices for resilience in the role of HoS.
2. Strengthening learning on Maths & its pedagogy (with Class Observation).
3. Sharing school assessment (display chart for each school to be brought to the session).
4. Setting a vision and goals for school.

Schedule: The schedule is as follows:

A. Mentor Teacher & Academic Coordinator Orientation for CLDP (Including District Coordinators)

Date: 26th August 2023

Time: 11:00 AM to 02:30 PM

Mode: Online (Zoom Meeting)

<https://us02web.zoom.us/j/89972711000?pwd=WnU3ekllNkduS3RGeE1EZzFtRGJWZz09>

Meeting ID: 899 7271 1000

Passcode: 747044

No. Of Participants: 294 (All Mentor Teachers & Academic Coordinators)

B. Core Program for Facilitators

Date: 1st September 2023

Time: 8.45 AM to 4.30 PM

Reporting Time: 8:30 AM

Venue: SBV, Rouse Avenue, New Delhi-110002. (School ID: 2127001)

No. of Participants: 140 (116 Facilitators + 19 Core Team + 5)

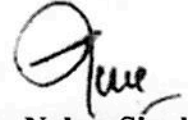
Name of Coordinator: Ms. Aarti Chand

All facilitators are expected to bring a chart for display with their school assessment (details in Annexure B)

All DDEs are requested to depute all Principals/HoS for the session and ensure they are present for the whole day of the session.

Annexure A includes the list of Facilitators of CLDP Core session and list of the Program Design & Management Team to be held on 1st September 2023

Annexure B includes details of the school assessment chart.



Dr. Nahar Singh
Joint Director (Academic)

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Date: 25/08/2023

Copy to:

1. PS to Secretary (Education), GNCTD
2. PS to Director (Education), GNCTD
3. PS to Director (SCERT, Delhi)
4. Addl DE (Schools), School Branch, DOE, GNCTD
5. All concerned Principals/HoS of DoE schools
6. OS IT for uploading on DoE website.
7. Nodal officer, INSET Cell, SCERT Delhi
8. WIM of SCERT, Delhi
9. Guard File



Dr. Nahar Singh
Joint Director (Academic)

CLDP Facilitators 2023-24			Annexure A
Facilitators for East District:			
S.No	Name	School Name	School ID
1	Ms. Suman Satya	Rskv Patparganj	1002031
2	Ms. Ritu Singhal	SOE Khichripur/ OSD Exam	1002400
3	Dr. Bhagwati Prasad Dhyani	GBSSS Block 27 Trilokpuri	1002197
4	Dr. Ajay Kumar	Govt Co Ed SSS Chilla Village Mayur Vihar Phase 1 Extension	1002182
5	Ms. Sushma Meena	RPVV IP EXTN DELHI	1002399
6	Ms. Nanda	SKV SHANKAR NAGAR	1003026
7	Ms. Mary Jyotsna Minj	Rskv west vinod nagar	1002032
8	Ms. Anita Singh	GGSSS NEW KONDLI	1002186
9	Dr. Alka H Singh	Skv No.1 Mandawali	1002368
10	Mr. Hari Kishan	RSBV KONDLI	1002198
11	Ms. Anju Pathak	GGSSS KONDLI Gharoli	1002352
12	Ms. Preetu Arya	GGSSS Phase II Vivek Vihar and diverted to DBSE as OSD Assessment Cell	1001026
13	Ms. Shilpi Pipil	SKV Mayur Vihar ph II Pkt B (Annie Besant)	1002029
14	Dr Rajpal Singh	RPVV Surajmal Vihar	1001104
Facilitators for North East District:			
15	Ms. Seema Wadhwa	SKV Laxmi Nagar	1003028
16	Ms. Anupama Malhotra	GGSSS, Sabhapur	1104011
17	Mr. Naresh Kumar	SBV, C1, Yamuna Vihar/ OSD - Patrachar	1104009
18	Mr. Lokesh Kumar	GBSSS DDA FLATS EAST OF LONI ROAD	1106118
19	Mr. Sanjeev Kumar (Baliyan)	GSKV Gokulpuri	1104020
20	Mr. Harish kumar	RPVV Yamuna Vihar	1104149
21	Mr. Sanjeev kumar	GBSSS BRAHMPURI	1105113
22	Mr. Sanjay Chawla	SBV, Janata flats Nand Nagri delhi	1106004
23	Ms. Alka Chaudhary	SKV E Block Nand Nagri	1106113
24	Ms. Parvati Nautiyal	SKV C1 Yamuna Vihar	1104018
Facilitators for North West A District:			
25	Dr. Sunil Bihari Bharti	GBSSS No.1, Model Town	1309010
26	Ms. Harbir Kaur Bindra	SKV PLOT 5 A block jahangirpuri	1309279
27	Ms. Ritu Gulati	GGSSS Libaspur Delhi	1309263

28	Mr. Satyaveer Singh Tomar	SBV TIKRI KHURD DELHI-110040	1310458
29	Ms. Poonam Manocha	SKV TIKRI KHURD	1310005
30	Mr. Raj Kumar Gaur	NANGAL THAKRAN-SBV (VED PANDIT KHUSHI RAM)	1310007
31	Dr.Suresh Kumar	Sarvodaya Vidyalaya b4 Narela	1310408
32	Ms. Mamta Sehrawat	SKV Khera khurd	1310041
33	Ms. Sarita Singh	SOSE Sector-18, Rohini	1310469
34	Ms. Neelam Kumari	GGSSS Shahbad Daulatpur	1310411
35	Mr. Mahak Singh	RPVV BT Block Shalimar Bagh	1411032
36	Dr. Kiran Yadav	RC-SKV, D-BLK, JAHANGIRPURI	1309256
37	Mr. Kuldeep Singh	GBSSS No.1 ,Adarsh Nagar Delhi	1309013
Facilitators for North West B District:			
38	Mr. Raj Kumar Sharma	Govt co-ed sr sec school Narang colony Tri Nagar	1411037
39	Ms. Rekha sharma	SKV H BLOCK PH-1 ASHOK VIHAR	1411026
40	Dr. Anil Kumar	SV C Block Saraswati vihar Delhi	1411123
41	Dr Sunil Kumar Arora	GCSV RAMPURA	1411032
42	Dr Suman Sharma	SV Wazirpur Village	1411035
43	Ms. Anita Dixit	GGSSS BC block Sultanpuri	1412035
44	Mr. Sayyed Ahmed	AZADPUR VILLAGE,GBSS	1309130
45	Mr. Arvind Kumar	SV SEC 3 ROHINI	1413002
46	Mr. Vipin Kumar	RPVV Sector-11 Rohini Delhi-85	1413076
47	Mr. Rakesh Kumar	SCHOOL OF EXCELLENCE SECTOR 17 ROHINI	1413333
48	Dr. Bhagwan Dass	GSV Sector 6 Rohini	1413004
49	Ms. Darshana kumari	SKV pooth kalan	1412027
50	Mr. Ajeet Singh Malik	Newly selected (posting awaiting)	1411017
51	Dr Karamvir Singh	SV FU Block Pitampura	1411008
52	Ms. Bholan Kaur Sandhu	Govt Co Ed SSS Narang Colony Tri Nagar	1411037
53	Savita Joon	GGSSS SU Block Pitampura	1411041
54	Mr. Anil Prakash Yadav	Sarvodaya Co Ed Sr Sec School ZP block Pitampura	1411007
55	Harpal Singh	Shakurpur, No. 1 - SBV	1411002
Facilitators for North District:			
56	Ms. Seema Maini	OSD to DDE	
57	Mr. Rakesh Kumar Sorot	S Co-ed Vidyalaya No1 Shakti Nagar	1207037
58	Dr. Ajay Kumar	Mori Gate No.1-SV	1207022

Facilitators for Central & New Delhi District:			
59	Mr. Krishan Pal Kardam	GBSS,22B, NRR, DEV NAGAR	2128006
60	Ms. Shveta Sachdeva	SKV Dayanand road Daryaganj	2127016
61	Ms. Deepika Bhandari	GGSSS New Rohtak Road	2128023
62	Mr. Navneet Dixit	SKV Aram Bagh Lane Pahar gunj	2128018
63	Ms. Mamta Vaid	BRD SKV PRASAD NAGAR	2128020
64	Dr. Ajay Choubey	SBV Rouse Avenue	2127001
Facilitators for West A District:			
65	DR. Savita Yadav	SKV MOTI NAGAR	1516018
66	Mr. Vikash Kulshrestha	GBSSS SHADI KHAMPUR	1516011
67	Ms. Sunita Dahiya	S.V. Jaidev Park	1515001
68	Dr. Sabya Sachin	GSBV Ramesh Nagar	1516002
69	Dr Sadhana Agrawal	SV EAST PUNJABI BAGH	1515004
70	Mr. Manoj Kumar	GB SSS SITE II HARI NAGAR CLOCK TOWER	1514112
71	Mr. Pawan Kumar	GBSSS RAJOURI GARDEN EXTN	1515018
72	Mr. HARISH KUMAR	G Co Ed SSS Indl Area Karampura, New Delhi	1516068
73	Ms. Parveen	GGSSS KIRTI NAGAR	1516025
74	Ms. Ranjana Budhiraja	SKV No 2 Punjabi Bagh	1515023
Facilitators for West B District:			
75	Mr. Balwan Singh Dhankhar	Govt coed sss A-6 Paschim vihar	1617032
76	Dr Ajit kumar Mishra	Govt Co Ed ss Vikas Nagar	1618067
77	Ms. Suman gupta	Skv, no. 1 cblock janak puri	1618017
78	Ms. Seema Sharma	S(co ed)V Rani Kheda	1412095
79	Ms. Anita Chadha	GGSSS Mohan Garden	1618264
80	Dr. L N Joshi	Govt. Co-Ed Sarvodaya Vidyalaya Hirankudna	1617006
81	Ms. Prity Saxena	RPVV A 6 PASCHIM VIHAR	1617009
82	Ms. Shilpa Sud	GSKV A Block Janak Puri New Delhi	1618018
83	Neetu Chaudhary	SKV Matiala	1618070
Facilitators for South West A District:			
84	Ms. Anjali Gupta	Govt Coed Secondary School, C-4, Vasant Vihar	1720174
85	Mr. Akhilesh Kumar Kanaujia	Sarvodaya Bal Vidyalaya 1ST shift NARIANA	1720002

86	Ms. Sarita batra	SKV Ghitorni	1720033
Facilitators for South West B District:			
87	Mr. Prem Dutta Sharma	Govt Co-Ed SSS Sec 2, Dwarka	1821029
88	Mr. Hari Ram Sharma	RPVV Dwarka Sector-5	1821286
89	Ms. Leena Meena	GSKV SP ROAD NANGLOI 1617013	1617013
90	Ms. Jayati Kapoor	Ggsss Samalka	1821280
91	Ms. Parveen Yadav	SKV chhawla	1821026
92	Ms. PAYAL JAIN	GGSSS Ujwa	1822048
93	Ms. Ritu Kumari	Soe/sose sec 22 Dwarka	1821282
94	Dr. Sukhbir Singh Yadav	SBV Shahbad Muhammad Pur	1821041
Facilitators for South District:			
95	Ms. Seema Khetarpal	GGSSS, MB Road Pushp Vihar	1923055
96	Ms. Manju Gautam	GGSSS, No.-2, Molarband	1925053
97	Dr. Jai kishan	South east (DD-Zone 29)	
98	Dr. Vijay Kumar Kaushik	VCSG SBV J- BLOCK SAKET	1923056
99	Mr. Roshan Lal	GBSSS, MB ROAD, PUSHP VIHAR SECT-1	1923058
100	Mr. Anupam Kumar	GBSSS G Blk Saket New Delhi	1923068
Facilitators for South East District:			
101	Dr Leena Asthana	GGSSS NO 4, MOLARBAND	1925400
102	Mr. Pradeep Kumar Gupta	SBV NO2 MOLARBAND N.DELHI 44	1925402
103	Mr. Ramendra Mohan Chitranshi	GBSSS Varun Marg Defence Colony New Delhi	1924014
104	Ms. Rubal Gupta	GGSS Tkd extn	1925048
105	DR. Khaleeq Ahmad	Chandra Shekhar Azad {CSA} GBSSS, NFC	1925194
106	Mr. BM Panchal	SBV SADIQ NAGAR	1925005
107	Mr. Shashi Kant Singh	Bijwasan Bharthal SBV/ DDE Zone 25	1821032
108	Dr. C. S. Verma	OSD , O/o DDE Distt. SW - A	
109	Ms. Sudesh kumari	ASOSE, Madanpur khadar	1925439
110	Ms. Sheetal	HARKESH NAGAR, GGSSS	1925341
Facilitators for SoSE & K8:			
111	Mr. Mohd Shariq	SOSE Kalkaji	1925438
112	Dr Gokula Nand Deolal	OSD DBSE/ G Coed, IP Extension, Patparganj	1002189
113	Ms. Rumajhuma Bhaumik	RSKV East Vinod Nagar	1002028

114	Mr. Vijender Kumar Sharma	SOSE Janakpuri	1618320
115	Ms. Mamta Saluja	AOSE Anandvas-Kohat Enclave	1411259
116	Mr. Rakesh Semalty	SOSE Gautampuri	1105250
Program Design & Management Team			
S.No	Name	Role	
117	Mr. KS Upadhyay	RDE	
118	Dr. Nandita Deb	Principal, DIET Keshavpuram; Nodal Officer CSL, SCERT	
119	Mr. Sanjay Subhash	DDE Exam Branch	
120	Dr. Anil Kumar Teotia	Principal, DIET Dilshad Garden	
121	Mr. Jung Bahadur Singh	Retired DDE	
122	Mr. BP Pandey	OSD, School Branch	
123	Mr. Parvinder kumar	OSD, Core Academic Unit	
124	Dr. Gulab Singh	Retired DoE Principal	
125	Mr. Ravi Gulati	Creatnet Education	
126	Ms. Meenakshi Sharma	Creatnet Education	
127	Ms. Jasmeet Walia	Creatnet Education	
128	Ms. Mohita Jaiswal	Creatnet Education	
129	Ms. Amita Sharma	BRP, District Coordinator, East & CND	
130	Ms. Alpna Chatterjee	BRP, District Coordinator, NE & N	
131	Ms. Ishu	BRP, District Coordinator, NWA	
132	Mr. Pooja Gandotra	BRP, District Coordinator, NWB	
133	Ms. Sakshi Yadav	CMIEF, District Coordinator, WA & WB	
134	Mr. Kamlesh Pal	BRP, District Coordinator, SWB	
135	Mr. Sanjay Tripathi	BRP, District Coordinator, SWA, S & SE	

School Assessment & Chart Template for CLDP

School Assessment

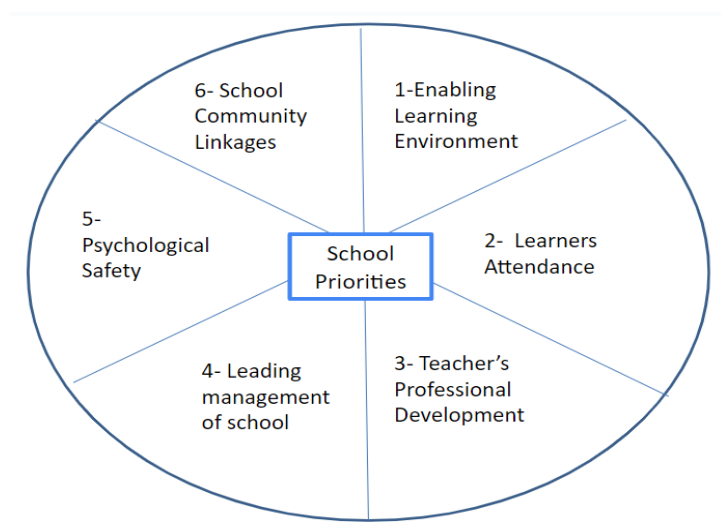
Please follow the following steps as was discussed in the last CLDP session to carry out the school assessment

- Step 1: Identify a representative group of teachers that will assess the school. (suggestions: ART members / SMC convener & teacher members)
- Step 2: Based on the Shala Sidhi domains provided, the team marks/ ticks all the relevant parameters applicable to your school the majority of the time (75-80%) in L1, L2 & L3 (*this group's authenticity and objectivity is critical to the exercise being useful for the school*).
- Step 3: Total the number of ticks for each level in each domain
- Step 4: Using the Google form, enter the number of ticks for each level in each domain (for your school) (*Please ensure that the email id you use is correct, with no spelling mistakes, and you can access it immediately*).
- Step 5: You will get a report (on the email address provided) analysing your Google form responses (Link to [google form](#)). You can feed the percentages into the infographic
- Step 6: Based on this, the Principal and the team together, identify the areas that your school needs to work on

School Display Chart Template for CLDP

Each Principal to bring a display chart for the next cluster session with the following information

1. **Basic details:** Name of school, School ID, name of Principal
2. **School Assessment data:**
 - Please complete the school assessment with your school team as shared in the last cluster session and mention on the chart the team that did the assessment.
 - Please complete the infographic with the percentage scores for each domain
 - Based on the scores, please decide as a school team the priority areas of focus that are required
3. With your school team, please **draft the annual goals** for the school based on the priority areas identified. These goals will be further refined in the CLDP session.



Assessing my school based on key Shala Sidhi Domains

1. Domain - Effective Teaching Learning

This involves strategic planning, understanding children and creating an optimal learning environment for children in the classroom.

Core Standard - Enabling Learning Environment		
Level 1	Level 2	Level 3
a) Teachers address learners by name b) They make basic resources available for teaching-learning	a) Teachers make all learners comfortable and involve them in class activities b) plan and organise group work/activities and display learners' work and charts, etc. on the wall c) TLMs are accessible to all	a) Teachers create a conducive and interactive environment in the classroom b) encourage peer learning/interaction c) Provide opportunity for expression d) appreciate the views of all learners e) encourage questioning/sharing of ideas
No. of ticks in L1 =	No. of ticks in L2 =	No. of ticks in L3 =

2. Domain - Learners Progress

Every school encourages learners to participate in all curricular areas. This is only possible when students attend regularly and are involved fully in school activities.

Core Standard - Learner's attendance		
Level 1	Level 2	Level 3
a) Teachers take and record attendance of learners regularly b) Identify learners who are frequently absent or not punctual c) Display class-wise attendance of the learners on the school notice board d) Sometimes inform parents about frequently absent learners	a) School provides regular information about learner attendance to parents b) Identifies the reasons for prolonged and frequent absence c) Discusses with learners and parents about the implication of low attendance on learning d) making home visits as and when appropriate	a) School analyzes attendance data of all learners b) ascertains whether the high absence rates can be associated with any particular category of learners or at any period of the year c) addresses the problem with the help of the SMC and parent d) evolves measures to motivate learners and parents to ensure punctuality and regular attendance e) acknowledges and appreciates punctuality and regularity of learners
No. of ticks in L1=	No. of ticks in L2=	No. of ticks in L3=

3. Domain - Managing Teacher Performance and Professional Development

Teacher development is a continuous process of identifying teacher potential, and developing their skills, through a systematic approach to performance review and capacity building programmes

Core Standard - Teacher's Professional Development		
Level 1	Level 2	Level 3
a) School Head ensures the participation of all teachers in the mandatory in-service training programmes	a) School motivates and creates regular opportunities for teachers to participate in different programmes relevant to their professional	a) School makes provision for continuous academic mentoring of teachers b) Supports teachers in trying out innovative ideas and practices

	needs b) Seeks support from other academic institutions/experts to address difficulties faced by teachers	c) teachers discuss collectively on inputs received during training d) reflect on the possibility of integration of the acquired knowledge and skills in classroom practice
No. of ticks in L1=	No. of ticks in L2=	No. of ticks in L3=

4. Domain- School Leadership and Management

School leadership goes beyond administrative and managerial responsibilities to include proactive practices for school transformation. It includes developing a vision for a school and aligning all planning to it so as to improve the performance of the learners.

Domain 4 - Core Standard - Leading management of school		
Level 1	Level 2	Level 3
a) School Head manages routine activities and school resources (staff, material and financial) b) Allocates responsibilities to a few c) Takes decisions; acts on the orders and instructions received from the authorities for compliance d) communicates decisions e) Shares the orders and instructions received	a) School Head and staff plans and manage routine activities and school resources (staff, material and financial) b) Involve staff in decision-making c) School Head communicates details of the SDP and provides clear directions to staff members and takes the lead for its effective implementation	a) School Head and staff members collectively develop a shared vision and a strategic plan in consultation with parents and learners b) distribute the responsibilities among the staff members on the basis of mutual consensus and areas of expertise c) Take action with mutual support, monitor and evaluate the progress collectively
No. of ticks in L1=	No. of ticks in L2=	No. of ticks in L3=

Domain 5: Inclusion, Health and Safety

The idea that ‘all children can learn’ forms the underlying basis for ‘universalization’ of education. This necessitates inclusion of children with diverse backgrounds into the ambit of schooling. **Inclusion** not only means ‘including all’, but also providing equal opportunity to every child.

Domain 5 - Core Standard - Psychological Safety		
Level 1	Level 2	Level 3
a) School is aware of the policy on child abuse and exploitation b) Does not allow corporal punishment or verbal abuse	a) School staff is trained to recognize signs of sexual/ physical/ substance abuse b) school creates awareness among children to differentiate between ‘good touch’ and ‘bad touch’; c) screens all digital/ non-digital learning material for objectionable content d) ensures no child is left alone in isolated/ dark places e) also ensures that there is no adverse psychological impact on children due to work overload by spacing out assignments, assessments, etc. f) has a mechanism to address complaints and grievances of children and parents; g) Undertakes background checks of all adults working in the school	a) School adopts a structured approach to ensure emotional safety of all children which includes awareness building through dialogue and discussion, b) programs on child abuse, sex and adolescent education, regular one-on-one counseling sessions, dialogue to resolve complaints and grievances c) checks the implementation of the policy on emotional safety and reviews the same on a regular basis; d) conducts counseling sessions for children and parents to ease out child anxieties related to curricular overload and pressure of performance e) helping children develop coping mechanisms; regular career counseling sessions are also held for age-appropriate groups
No. of ticks in L1=	No. of ticks in L2=	No. of ticks in L3=

Domain 6: Productive Community Participation

Working together with community members is critical to school development. The school needs the support of the community for achieving its objectives and providing quality education to its learners.

Domain 6 - Core Standard - School Community Linkages		
Level 1	Level 2	Level 3
a) Parents and community members are invited to school functions b) School informs parents about the facilities available in the school and challenges currently faced	a) School interacts with the community and discusses the issues relating to the socio-economic background, enrolment, attendance, etc. of learners b) SMC mobilizes resources for maintenance of the school and for improving its facilities c) School and community jointly organize functions within the school and in the community	a) School and community jointly assess the needs of the school; b) Identify available resources, plan and optimally use them for the development of the school; c) School and community reach out to other sources such as NGOs, corporate bodies, alumni, etc. to mobilize resources
No. of ticks in L1=	No. of ticks in L2=	No. of ticks in L3=