



### KENDRIYA VIDYALAYA SANGATHAN

# CONTINUOUS PROFESSIONAL DEVELOPMENT (CPD) IN KVS



AZADI KA AMRIT MAHOTSAV

(75th Independence Day Celebration)

## CONTINUOS PROFESSIONAL DEVELOPMENT IN KENDRIYA VIDYALAYA SANGATHAN

#### Introduction

National Education Policy 2020 promulgates that a teacher is at the centre of all fundamental reforms in education. A teacher is essentially at the heart of any learning process as an agent of change and plays a significant role in bringing about reforms in the field of education.

In the present dynamic environment where we are encountering rapid changes in terms of information boom and media exposure, it is of paramount importance for teachers to develop 21st century skills and key competencies as suggested under Sustainable Development Goals by UNESCO

To achieve the said objectives, NEP 2020 recommends 50 hours of Continuous Professional Development (CPD) for teachers, Principals and teacher-educators which aims at making optimum use of the latest pedagogy and provides autonomy to choose offline or online activities/trainings as per their needs on 'cafeteria approach'.

#### CPD in Kendriya Vidyalaya Sangathan

Kendriya Vidyalaya Sangathan, a premier organization in the field of school education pursuing excellence, setting pace, developing the spirit of National Integration among children by running 1253 Kendriya Vidyalayas, accommodating more than 14 lakh students and more than 40 thousand employees all over India and abroad (Moscow, Kathmandu and Tehran) is committed to implement recommendations of NEP 2020 in letter and spirit.

As a part of this campaign, a Suggestive Guidelines for completion of at least 50 hours of CPD as recommended in NEP 2020 has been framed and presented for all stakeholders concerned. These guidelines are only suggestive and not exhaustive.

The suggested activities are based on the guidelines issued by NCERT.

# SUGGESTED ANNUAL CALENDAR OF ACTIVITIES FOR CPD TO BE CONDUCTED AT VIDYALAYA LEVEL

(For PGT, TGT and PRTs)

S.N.		MONTHS	QUARTERLY HOURS	WORK TO BE UNDERTAKEN	NO. OF HOURS
1	Quarter-1	April May June	18 Hours	Action Research/Innovative Case Studies	18 Hours
2	Quater-2	July August September	12 Hours	<ul><li>Field Visit</li><li>Paper Setting</li><li>Assessment</li></ul>	06 Hours 03 Hours 03 Hours
3	Quarter-3	October November December	06 Hours	One Day Workshop (It may be split up in to two half-day workshops as per convenience)	06 Hours (Each 1/2 Day -03 Hours)
4	Quarter-4	January February March	14 Hours	<ul><li>Paper Setting</li><li>Assessment</li><li>One Day Workshop</li></ul>	03 Hours 5 Hours 6 Hours

#### (For Principals and Vice-Principals/Head Teacher)

S.N.		MONTHS	QUARTERLY HOURS	WORK TO BE UNDERTAKEN	NO. OF HOURS
1	Quarter-1	April May June	20 Hours	<ul> <li>Action Research/ Innovative Case Studies</li> <li>Orientation of Staff and Students</li> <li>Knowledge sharing Programme during month-end staff meetings</li> <li>On-line Brain Storming Session by DC of KVS concerned Region</li> <li>Course Director/Resource Person in Training Programmes (Incidental)</li> </ul>	12 Hours  2 Hours (April)  3 Hours (01 Hour each month)  03 Hours (01 Hour each month)  01 Hours each day (Incidental)
2	Quater-2	July August September	15 Hours	<ul> <li>Organising Community Outreach Programme/ Collaboration/ Resource Sharing</li> <li>Guidance &amp; Counselling of Staff and Students</li> <li>Knowledge sharing Programme during month-end staff meetings</li> <li>On-line Brain Storming Session by DC of KVS concerned Region</li> </ul>	03 Hours (01 Hour each month) 03 Hours (01 Hour each month) 03 Hours (01 Hour each month)
3	Quarter-3	October November December	12 Hours	<ul> <li>One Day Workshop to Improve         Academic Results (It may be split         up in to two half-day workshops         as per convenience)</li> <li>Knowledge sharing Programme         during month-end staff meetings</li> <li>On-line Brain Storming Session by         DC of KVS concerned Region</li> </ul>	06 Hours (Each 1/2 Day -03 Hours) 03 Hours (01 Hour each month) 03 Hours (01 Hour each month)
4	Quarter-4	January February March	03 Hours	<ul><li>School Development Plan</li><li>MOOCs Development (Self Initiative)</li></ul>	03 Hours 03 Hours

Note:

- (I) Implementation and Monitoring of the above CPD Hours for PGT/TGT & PRTs will be executed by the Principal at Vidyalaya level and verified at RO level.
- (ii) Implementation & Verification of CPD Hours accomplished by Principals and Vice-Principals will be effectuated by Deputy Commissioner, KVS of the concerned Region.
- (iii) Topics for Workshops may be chosen from Annexure 1 of 'Guidelines for 50 Hours of Continuous Professional Development for Teachers, Head Teachers and Teacher Educators' by NCERT.

OTHER SUGGESTIVE MODULES FOR CONTINUOUS PROFESSIONAL DEVELOPMENT FOR TEACHERS/VP/PRINCIPAL					
		Resource Person	3 Hours per day		
	Academic	Innovative Project recognised at HQ Level	18 Hours		
Head	Activities	E-content development per topic/chapter (40 Minutes to 01 Hour Duration) approved by the Principal	3 Hours		
Quarters	Face to Face	Inservice Courses/	(6*21) 126 Hours		
/ZIET		Induction Course	(6*6) 36 Hours		
		01 Workshops (At least one workshop per cadre)	06 Hours/day		
		NGO Programmes like ACP/AEP	06 Hours/day		
	Online Mode/ Distance Mode	DIKSHA Portal/ Swayam Prabha/MOOC- each Module	04 Hours		
		Setting QP at RO/ Development of Study Material	3 Hours		
		Resource Person	2 Hours per day		
	Academic Activities	Innovative Project recognised at RO Level	9 Hours		
Regional		E-content development per topic/chapter (40 Minutes to 01 Hour Duration) approved by the Principal	3 Hours		
Regional Offices		Field Visit/ Community Approach	06 Hours/day		
	Face to Face	Inservice Courses	(6*21) 126 Hours		
		Induction Course	(6*6) 36 Hours		
		01 Workshops	06 Hours/day		
	Online Mode/ Distance Mode	DIKSHA Portal/ Swayam Prabha/MOOC- each Module	04 Hours		
	Academic Activities	Resource Person	3 Hours per day		
		Assessment of Answer Scripts Board Classes	1 Hour per day (Max.10 Hours/ year)		
		External Examiner	3 Hours per day		
		E-content development per topic/chapter (40 Minutes to 01 Hour Duration) approved by the Principal	3 Hours		
Kendriya		Field Visit/ Community Approach	06 Hours/day		
Vidyalaya		Attending NCC/ Scout Camps	06 Hours/day		
		NGO Programmes like ACP	06 Hours/day		
		Contribution for publication of School Magazine/News Letter	02 Hours		
	Face to Face	01 Workshops	06 Hours/day		
		Subject Committee Meetings at the end of the month	01 Hour		
		Staff Meeting by the Principal at the end of the month	01 Hour		
	Online Mode/ Distance Mode	DIKSHA Portal/ Swayam Prabha/MOOC- each Module	04 Hours		

Local Regional Paper Publication 03 Hours National Level Paper Publication 15 Hours International Level Paper Publication 15 Hours Resource Person 3 Hours per day Assessment of Answer Scripts Board Classes 11 Hour per day (Max. 10 Hours)year) External Examiner 3 Hours per day Innovative Project recognised at RO Level 9 Hours Innovative Project recognised at RO Level 18 Hours E-content development per topic/chapter (40 Minutes to 01 Hour Duration) approved by the Principal Field Visit/ Community Approach 06 Hours/day Attending NCC/ Scout Camps 06 Hours/day Development of Alternative/Innovative Pedagogy 3 Hours Workshops by CBSE 06 Hours/day or as per actuals Inservice Courses (6°21) 126 Hours Online Mode/ Distance Mode  Online Mode/ Distance Mode  CBSE/NCERT Online Training Sessions As per modules Setting QP CBSE Board Level 3 Hours Assessment of Answer Scripts Board Classes 1 Hours per day Assessment of Answer Scripts Board Classes 1 Hours per day Assessment of Answer Scripts Board Classes 1 Hours per day Assessment of Answer Scripts Board Classes 1 Hours per day Assessment of Answer Scripts Board Classes 1 Hours per day Innovative Project recognised by local level 9 Hours Assessment of Answer Scripts Board Classes 6 Hours/day NGO Programmes like ACP/AEP 06 Hours/day or as per actuals			Setting QP at RO/Board Level	3 Hours
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Workshops by CBSE    Workshops by CBSE   06 Hours/day or as per actuals			Development of Alternative/Innovative Pedagogy	3 Hours
Face to Face  Inservice Courses  Inservice Course  Inservice Curse  Inservice Course  Inservice Curse  Inservice  Inservice Curse  Inservice Cur			NGO Programmes like ACP	06 Hours/day
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Online Mode/  CRSE/NICERT Online Training Sessions  As per modules			Workshops by CBSE/ NCERT	
CRSE/NCERT Online Training Sessions As per modules		Face to Face	01 Workshops	06 Hours/day
Distance wide		Online Mode/ Distance Mode	CBSE/NCERT Online Training Sessions	As per modules

#### Continuous Development Portfolio

Principal will certify all the activities along with completed relevant hours spent on them by the teacher two times in a year ie., First span- from 15th to 31st December and Second span from 15th to 31st March. During the first span, Principal will review, certify and give suggestions, if needed, to complete the remaining targeted hours of CPD by 15th March. During the second span, in the third week of March, Principal will finally certify the activities and hours after due verification of the certificates/documents/proofs in support of the activities completed by the teacher concerned.

Teachers, VPs, and Principals who have completed a minimum of 100 hours in Continuing Professional Development (CPD) during the previous academic session will receive priority consideration for the roles of Resource Person or Course Director.

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