

THE ELEGANT PUBLIC SCHOOL ANNUAL REPORT 2020-21

It gives me immense privilege and a sense of gratitude to present before you the Annual Report for the Academic year 2020-2021. The report gives a brief insight about how the School functioned during the current year in the academic and co-curricular areas and the road map to how the school would surge ahead for the next academic year (2021-2022).

The School was taken over from Mr. Harish Menon by Mr. Ashok as Principal on May 10th 2021. The Principal was backed up by Ms. Beena as Vice Principal. The school was divided into three sections comprising of Primary, Middle and the Secondary. Following were appointed as coordinators for the three sections respectively.

Primary – Ms. Lakshmi
Middle- Ms. Beena
Secondary - Ms. Rathy.

DESIGNATION	NO:
Primary Teachers (PRT)	13
Nursery trained teachers	3
Trained graduate teachers (TGT)	10
Post graduate teachers (PGT)	
Physical Education teacher (PET)	1
Librarian	1
Art and craft Teacher	1
Music teacher	1
Dance teacher	1

OUR MISSION

The Elegant School will offer all students a safe and supportive environment in which opportunities for learning experiences will be provided to promote a passion to meet high standards, become life-long learners and cultivate responsibility to self and community.

OUR VISION

We envision all round development of students upholding the spirit of our constitution and culture.

Student Population

The student enrolment increased to 438 The student population was composed of 241boys and 197 girls having an age range of 5 years to 15 years, from KG to Grade10. During the course of the year 74 new students got enrolled. 5 students joined the secondary classes ,27 in the middle school and 42 in the primary. A total of 47 students left the school in 2020, which includes 11 students who appeared for the Board examination (CBSE).

Public Examinations

A Total of 12 students were presented for the Advanced level and subsidiary examinations held in March/April 2020.The Average of various subjects is as follows.

English	82%
Maths	61%
Social Studies	88%
Science	67%
Hindi	83%
Malayalam	86%

OUR PHILOSOPHY

We carry the conviction that knowledge is the foundation of wisdom.

We believe that every child can achieve appropriate level of success.

We deem all students thrive in peace filled environment where their talents and potentials are respected and encouraged

We uphold high expectations for students in moral development, the creative process and academic achievement.

The year started with the biggest challenge of all times the pandemic Covid 19. Government called off all physical classroom teaching and alternative methods were asked to sought out. After repeated consultations and meetings with different officials the School decided to hire Zoom as the educational platform through which curriculum can be imparted. The learning materials were provided by the educators in an electronic form.

As a part of this program seven class rooms were converted to studios through which formal teaching was carried out .Each subject was given a duration of 60mts.15 minutes interval was provided between each period .An additional teacher was also deployed to act as the co-host to take care of the technical aspect of the platform.All the subjects including dance and music were taught through this platform as a part of formal curriculum studies.The school took special care to see that all the students were given the opportunity to become a part of the virtual classes inspite of the network issues faced. The School also hired Rail net (high speed broad band) for providing internet through which the platform functioned.

The school functioned in a single session starting from 9.00am to 3.30 pm.Sufficient intervals were provided in between each periods .daily feedback was given to parents through the School app regarding the attendance and participation in class room activities.Absence of students was reported to the parents verbally at the earliest.Attendance was marked on a daily basis and the compiled report was duly signed by the principal.

TRAINING (PROFESSIONAL DEVELOPMENT)

Teachers were given a single day training on the usage of Zoom and google class rooms. All the teachers including the admin staff was familiarized with the platform to make the teaching learning process as easy as possible.

The following are the professional development classes provided to teachers by the school.

TOPIC	FACILITATOR	CONTENT
Stress management, Anger management, Class room management	Principal Mr.Ashok	How to create a stress-free class room. Removing stress from students to be better performers.
Positive attitude	Vice Principal Ms.Beena	How to create positive attitude among students, staff and parents
Team work	Ms.Rathy	How to work as a team to gain success
Time management	Ms.Lakshmi	The importance of time management for a better teaching learning environment

Additional classes were conducted by Chrysalis, Pearson and CBSE for all the teachers. Most of the academic staff attended a minimum of 15 classes provided by our educational partners.

SYLLABUS

The school followed NCERT syllabus for all the grades under different Educators. The primary followed the syllabus provided by Chrysalis which was aimed at making the students better thinkers. The policy adopted was “Think room”. Specific themes were selected for each grade in primary and the curriculum was realized through this theme. Audio visual input was used to the maximum for imparting the curriculum. The students were given the opportunity to make their own video in groups to encourage peer learning. The support shown by the parents in academic and cocurricular activities is praiseworthy.

The Middle School followed the Pearson(My pedia) curriculum and the standard of teaching reached greater heights during this year.Sufficient input was provided by the educator and timely seminars were conducted to upgrade the teaching learning process. Students followed application oriented learning which helped them to do more research on specified topics .As a result exemplary standards were achieved by our students in spite of the absence of physical teaching.

The secondary followed the NCERT curriculum as prescribed by the CBSE.Teachers got the unique opportunity to use the “MITHRAM” app through which teaching materials were provided on a timely basis. Variety of courses were conducted through this app and all the teachers participated receiving the course completion certificate. All the teachers achieved the target set by CBSE on professional development programmes.

Curricular Activities

During the period equal emphasis was given on curricular and co-curricular activities with the aim of accomplishing the school mission. An annual plan was developed by teachers of each subject area and schemes were prepared breaking the plan into semesters. Lessons were discussed systematically in the floor of the weekly co-ordination meeting and delivered effectively. As a new strategy lesson plans were abolished and lesson notes took its place.

Teachers described the teaching methodology in detail and various activities were included to make the lesson interesting. Some outstanding lesson notes were generated by teachers which showed their skill and aptitude. The lesson notes were duly checked by the coordinators and the Principal before implementation.

Besides weekly co-ordination the Coordinators conducted lesson observation, review of exercise books, and other staff development measures on a regular basis.

Periodic observations were conducted by Pearson and Chrysalis and feedback was provided promptly.

Special classes were conducted throughout the year to provide additional support and encouragement particularly to the students of Grade 10.

The detailed curricular and co-curricular report for the different sections is furnished below

PRIMARY

The initial month was used to revise the previous concepts through worksheets and interactions chrysalis training programme included independent learning module and new year academic training.

The “**Red Day**” was celebrated by the kindergarten students. The dress code was red colour and students were introduced to various items related to the colour.

Role Play was conducted by teachers highlighting the do’s and don’ts of Covid 19. The play was named **Shehar- e- naquab**. Teachers played the role of various individuals and explained to students how the pandemic spreads and what are the preventive measures to be taken.

A session on remote learning was conducted by Chrysalis for the teachers to help them to conduct online academic sessions. Chrysalis home app was launched. The app included all the audio visuals of lessons which the teacher could unlock for the students as a part of the revision.

An orientation for parents were conducted for the chrysalis home app.

August

A documentary was prepared by teachers on the importance of Independence Day and screened to the students on August 15th. Teachers and students enacted like national leaders which enlightened the students about patriotism.

Chrysalis academic team conducted the first observation session and the individual feedback was given

The “**Chef day**” was conducted with high level of enthusiasm and all the students were introduced to fireless cooking. The students took this opportunity to prepare sandwiches, egg omelette and lemonade.

Onam and Muharram were celebrated together enlightening the communal harmony elegant practised as a part of our mission. Various programmes like Fancy dress, mehndi designing, Floral carpet, Mappilapattu and Onam songs were conducted on a virtual platform.

September

Various documentaries were prepared by the teachers on Rice, water, Community helpers Rubber and teak plantations.

Wellness Wednesdays were conducted with the help of chrysalis which included Zumba and stress management.

A twelve-day programme on NEP was conducted by chrysalis familiarising the teachers with the new education policies.

Chrysalis “**Eazy vidya**” parent orientation was conducted on the new educational policies.

October

Based on the academic performance scores, individual online interactions were conducted by teachers through what’s app video call which gave the opportunity for the children to clear their doubts on a face-to-face basis. The students who needed special attention were given more sessions.

The theme for Green day was “protection of environment”. students were encouraged to plant new trees and nurture them for a specific period.

Art integrated projects- Himachal folk dance was done by grade 2 students. Collaboration of Himachal and Kerala festivals were exhibited through map representation.

Representing the highest post office situated in Himachal a project was done by grade 1 students in the form of “**Journey of letter**”.

A webinar on **Art of questioning** was conducted by Chrysalis for teachers. The teachers mastered the art of open-ended questioning which encourages the child to think critically.

The second round of observation was conducted by Chrysalis and the feedback was provided.

November

On the occasion of **Children’s day**, a documentary was prepared by teachers revealing the personality of Jawaharlal Nehru. Various programmes were conducted on this day like speech, Dance representing Indian states, and various folk dances.

Teachers presented the students, a virtual tour of the school and the “Think room” giving them a chance to see their school virtually

A documentary was prepared as a part of **peer learning** by grade 1 and 2 students on covid. The documentaries were “cognizance during festivals”, Precautions, the big leak and learning to live together in pandemic.

Weekend were spent on fun sessions for kids helping them to interact and relieve stress during the normal academic sessions.

Two sessions were conducted by chrysalis on “**stress management**” and “**framework of blended learning**” for teachers.

December

Grandparents' day was celebrated. Grandparents were honoured by grandchildren. Greeting cards were made by the children. The school, addressed the grandparents and thanked them for their presence.

Christmas celebration was carried out by KG students.

Christmas tree was made by teachers. Students were given surprise gifts by parents.

New year programmes were conducted which included New year resolution, card making, poem recitation, mime, documentary (My dream School), documentary on "friendship", English and hindi group songs.

A training program was conducted by Chrysalis on **LSRW.(listening,speaking,reading ,writing.)**

The third observation session was carried out by Chrysalis and prompt feedback was given.

January

Teachers prepared a video on the importance of Republic Day and shared it with the students.

Puppet show was conducted by teachers for KG students casing the importance of equality.

Kg students conducted virtual assembly on the following themes.

1. Seasons
2. Community helpers
3. Healthy food

Training sessions were conducted by Chrysalis on **personal development program** and **Think room blended learning program.**

February

Teachers created an artificial set representing forest. The importance of having healthy food was detailed to children through the life cycle of butterfly.

Revision for SA2 started on February 1st.Individual interaction continued.

March

Graduation day for KG students was conducted virtually. Students were given year end certificates highlighting their uniqueness.

SA2 Examinations for KG was conducted from March 15th to 18th

SA2 Examinations for grade 1&2 was conducted from March 22nd to 31st.

April

The Report distribution for the primary was conducted in the School. The parents were asked to come in specific timings to maintain the Covid protocol.

The Port Folio was explained to parents and area of improvement for each student was addressed.

The Report distribution was carried out in two days under the following schedule.

April 12th

9.30- 10.00 - KG1

11.00- 1.00 - KG2

April 13th

9.30- 11.30 – Grade 1

11.30 -1.30 – Grade 2

MIDDLE SCHOOL

June

The initial month was used to recap the previous syllabus. Students were familiarized with the new educational platform. Although during initial phases students found it difficult, gradually the students got used to the new system. Special care was taken to see that students never got overstressed due to the continuous screen hours. Introduction to the new syllabus was done in a systematic way to get the students interested in the new learning methods

July

Virtual awareness was given to students by teachers through cultural programmes.

Corona awareness program -All the prerequisites for preventing covid was exhibited in the form of dance and drama.

The syllabus to be covered for each week was send to the parents on the previous week. This enabled the parents to prepare the students for the particular classes in advance.

August

The 1st Parent teacher meeting was conducted through virtual platform. Introduction to the new academic year was done. The parents were given a detail about the mode of conducting the periodic test.The table of specification along with the skeleton of the question paper was send one week prior to the examination. Students were familiarized with the way the exam would be conducted. A detailed item analysis of the answer paper was send to the parents enabling them to identify the areas needing improvement.

Independence Day programmes were conducted virtually. Variety entertainment programmes were conducted to enlighten the students about the importance of the day.Coordinators addressed the students on the occasion .

A webinar was conducted by Pearson on Effective Assessment through zoom.

As a part of **Quit India Day**, Students performed yoga and various other physical activities which was podcasted. The students' message about "Quit India" was displayed in social platforms and website. The response from the parents were overwhelming.

As a part of **Onam** and **Eid** celebration teachers conducted various cultural programmes and was aired live for grade ten students.

Students shared the floral carpets prepared by them through videos.

The topic for Art integrated Project was given to students. The following are the topics chosen

Grade 3- personal cleanliness and hygiene

Grade 4 – Unity in diversity

Grade 5- landscape and lifestyle of people living in Himachal

Grade 6 – Folk songs related to Himachal.

Grade 7- Electricity.

September

Hindi day was celebrated by conducting various competitions like Storytelling, Calligraphy and poem recitation. Certificates were awarded for the winners.

October

Semester 1 syllabus was completed. Meeting was conducted to frame a revision plan for the Semester 1 Examination. Detailed revision plan was formulated and sent to parents.

Internal assessment was carried out and marks were awarded based on art integrated projects.

Meeting was conducted for teachers and a detailed discussion was carried out in the following area

1. Syllabus for SA1
2. Question paper with port folio
3. Evaluation of internal assessment
4. Remedial measures to be taken for weaker students.

November

Kerala piravi celebration was organized by the Malayalam department and various entertainment programmes were conducted to develop artistic and linguistic skills.

Childrens day program was organized by teachers for the students. Students exhibited their skills in dance, song, speech and declamation.

First Semester examination was conducted from 23rd November to December 1st.

December

Staff meeting was conducted to plan for the second semester. Syllabus was bifurcated and schemes prepared accordingly.

The results for first semester examination were declared and the item analysis for each student was sent to the parent.

As a part of New year celebrations, teachers staged a cultural fest which included variety of entertainment programmes. Grade ten students took up the active role of hosting the function.

January

Fire and safety mock drill was conducted for teachers by the fire officer, training them on how to act on an emergency situation of fire break out.

The Republic Day program was conducted by students on **Preamble** which enhanced the patriotism among the students.

February

Parent teacher meeting was conducted in detail about the procedure for conducting PT2.

PT2 was conducted from 22nd February to March 1st.

Introduction to “**complete solution**” was conducted by Pearson coordinator.

Revision plan for the final exams were formulated and implemented from March onwards.

March

Pie Day was marked on March 14th. Students prepared a photo album of various mathematicians across the globe. The same was shared in the school website

PT2 results were declared and the item analysis were sent to parents.

Final semester exams were conducted from 29th march to April 9th.

April

The results for the middle school were declared on 15th April.

The reports for the Middle school were distributed on 15-4-2021.

A staff meeting was conducted on 16th April at 4.00pm.

SECONDARY

June

The initial month was used to recap the previous syllabus. Students were familiarized with the new educational platform. Although initial phases were difficult, gradually the students got used to the new system. Special care was taken to see that students never got overstressed due to the continuous screen hours. Introduction to the new syllabus was done in a systematic way to get the students interested in the new learning methods.

A documentary on Monsoon was prepared by students of Grade 8.

July

Awareness program on preventive methods for covid was detailed to the students. Students were encouraged to spread this message to all the friends and relatives thus showing their social commitment to the society. The syllabus to be covered for the week was send in advance to the parents to prepare the children in advance for the classes.

August

The 1st Parent teacher meeting was conducted through virtual platform. Introduction to the new academic year was done. The parents were given a detail about the mode of conducting the periodic test. The table of specification along with the framework of the question paper was send one week prior to the examination. Students were familiarized with the way the exam would be conducted.

Grade ten students prepared a video based on a program initiated by CBSE called “ **gandhagi mukth bharat**”.The video was sent to CBSE.

Parent teacher interaction was conducted for grade ten to discuss the results of PT1.A detailed analysis of the answer paper was given to parents and remedial measures were taken immediately.

The Independence Day programmes were conducted virtually and all the students were encouraged to participate in the program.

The topic for Art integrated Project was given to secondary students. The following are the topics chosen

Grade 8- Fit India

Grade 9 – Gandhagi mukth Bharat

Grade 10- Covid 19.

Stay fit program was initiated and maximum number of students were asked to participate. Students were asked to prepare a video of their activities and the same was shared in the School website.

Onam and **Eid** celebrations were carried out. Teachers prepared a floral carpet and exhibited it to the students virtually. The programmes conducted was aired live through Zoom for grade Ten students.

The school closed for Onam holidays from 28th August to 6th September

Grade ten continued their online classes during these days.

September

Grade ten students conducted a program commemorating **Teachers Day**. All the teachers were thanked for their valuable services even during the unfavorable times by the parents.

Hindi Day was celebrated and various competitions were conducted. Certificate was awarded to winners and participants.

October

The syllabus for grade ten was completed. Parent teacher meeting was conducted to discuss about the revision plan. The entire syllabus was bifurcated into three parts and revision grid was prepared for each subject. The time duration and the outcomes were also mentioned.

Music and art classes were called off and more focus was given to curriculum subjects.

A meeting was conducted for grade ten parents to discuss about the Exam pattern for the revision Exam. the students were summoned to the school to write the Exams.

The syllabus for grade 9 was completed by October 30th and detailed revision plan was formulated.

A documentary on "**Farm acts**" by grade eight students.

November

Kerala piravi celebration was organized by the Malayalam department and various competitions were conducted to develop artistic and linguistic skills. Some of the programmes include essay writing, Speech, poem recitation, Versification.

First revision Exam for grade ten was conducted from 2nd November to 6th November.

Parent's meeting was conducted on 7th November to discuss the results of the exam.

Second revision schedule for grade ten started from November 9th

First Semester examination was conducted from 23rd November to December 1st

Children's day was marked by the performances of students.

December

Second revision exam was conducted for grade ten from December 7th to 12th.

Parent teacher meeting was conducted on December 18th and the results of the second revision exam was discussed.

First semester Exam results was declared and the detailed item analysis was sent to parents.

The school closed for winter holidays from December 19th to 28th.

The online classes for grade ten continued during the vacation.

The teachers along with the grade ten students staged **cultural extravaganza**.

January

Offline classes started for grade ten students adhering to the covid protocols. Students were checked regularly for any symptoms that could arise due to the pandemic

Final revision schedule for grade ten was planned and circulated to parents.

The final semester Examination for grade nine students was conducted from January 4th to January 13th.

The results of the examination were declared on January 15th. The students who failed in various subjects were given retest. The classes for the new grade ten students started on January 27th.

The Republic Day program was conducted by students on **Preamble** which gave them a broader perception about the patriotism among the students.

February

Preboard examination for grade ten was conducted from February 6th to 12th.

Parent teacher meeting for the grade ten was conducted on February 13th to discuss the results.

The **second Uniform** for students was unveiled.

The students were segregated based on their results and the final phase of revision was done giving emphasis on the topics which they need extra attention.

The first monthly test for new grade ten was conducted from 22nd to 26th February .

PT2 for grade 8 was conducted from 22nd to 27th February.

An educational trip was conducted for grade ten students to Snake Park, Malampuzha .

March

PT2 results for Grade 8 was declared on 6th march.

Students prepared posters on “Pareeksha pe Charcha”.

Results for monthly test (Grade ten) was declared on 6th March.

Pie Day was marked on 14th March. A memory test was conducted for grade ten students and prizes were awarded.

A pleasure trip was conducted for grade ten students to Alappuzha.

All the students of grade ten attended the model exam conducted by Kerala Sahodaya .

Second monthly test was conducted for the new Grade ten students from March 29th to April 7th.

Final semester Examinations was conducted from 29th march to 8th April.

April

The Grade X farewell was conducted on 12-4-2021. The program was hosted by the Grade IX students.

The official classes for Grade X were completed on 13-4-2021. The students were given a royal see off.

The Report distribution for the secondary grades was carried out on 16-4-2021.

Staff meeting was held on 16/4/21.

The School closed for the Annual vacation from 17/4/2021.

Acknowledgements

We are fully indebted to the management for providing the school with the necessary facilities that has elevated the educational attainment level.

We convey our ineffable thanks to our Chairman and correspondent Mr.K.S .Shamsudheen who has made no secret of his commitment to the promotion of education in the society. We thank him, in particular, for his generous support to our school.

Our Director Mr. Abdul Gafoor will always remain as a friend and a patron of the school. The co-operation, guidance and support from him for the betterment of the School is beyond words.His unshakable faith in the staff has been the driving force for achieving success in all the activities of our School.

It is with great respect and honour we remember the former Principals. who put tremendous efforts to uplift the quality and performance of the school in all possible areas.

The students, staff and the parents worked together for the achievement we celebrate today. Our teachers are undoubtedly our most valuable assets. Many of them worked long hours inexhaustibly and hence they deserve a very special acknowledgement. The team work exhibited by the staff was phenomenal. Utmost professionalism and dedication was the striking force of all the staff. In spite of the trauma caused by the pandemic, the staff were determined to achieve the curriculum targets set to them.

Students are the true clients and the most important single element in any school. The students of TEPS are industrious and well disciplined. I thank them for being hardworking and well mannered. It is also my duty to acknowledge and appreciate the performance of all the students. However, I hope they would try to do even better in the future.

Finally, my heartiest thanks are due to the parents who worked day in and day out for the development of this institution. They always remained as a perennial source of inspiration and energy. We are, indeed, indebted to them for the support and co-operation they extended directly and indirectly.

Concluding Remarks

Dear students, Parents and Teachers we congratulate all of you who worked hard to make this year a memorable one. I take this opportunity to congratulate my students who stood with us during the hard times, you can be truly happy and proud of your achievements as you have worked hard for it. At the same time for those of you who might not have done very well it is a day to derive inspiration and work hard with determination in future.

ASHOK.K
PRINCIPAL
THE ELEGANT PUBLIC SCHOOL.
17-4-2021