

# Making a School Development Plan

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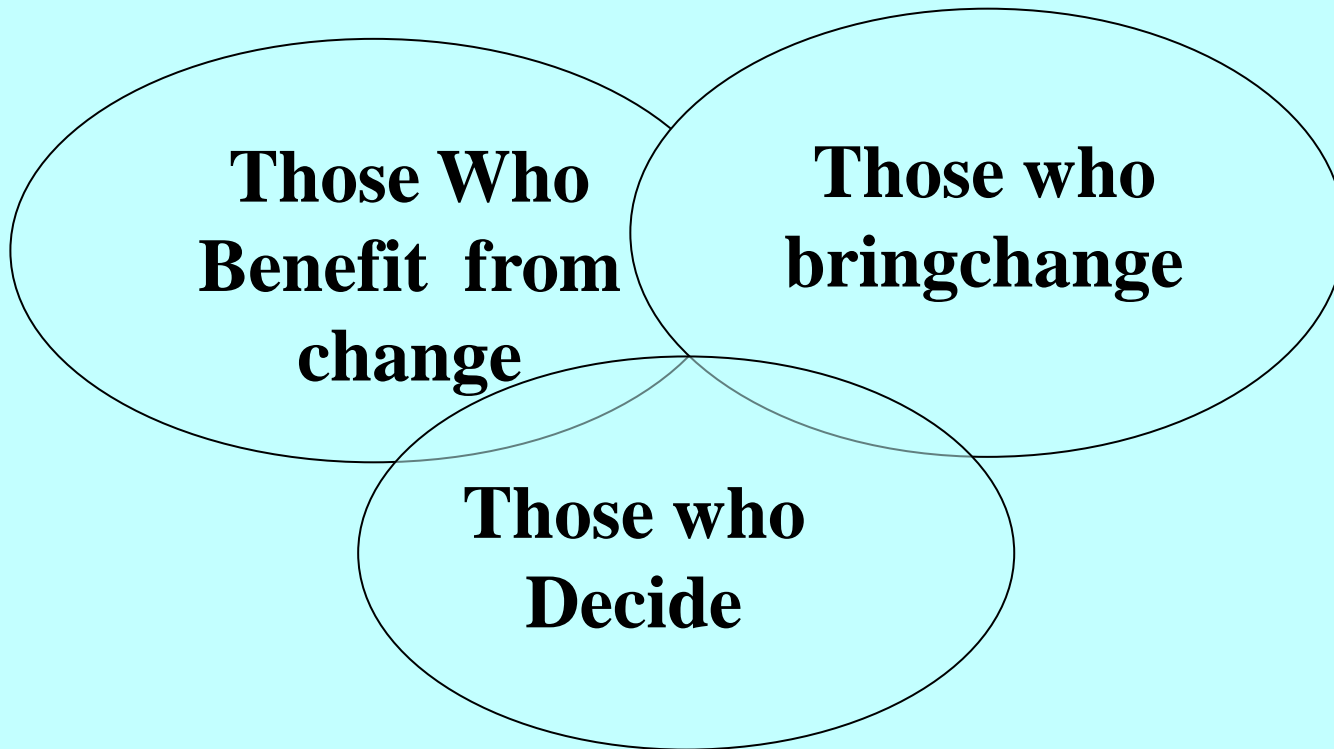
*“The most effective planning is proportionate in terms of principles, priorities and outcomes. It finds solutions by building on strengths. It has children at its heart, rather than innovation for its own sake. All staff adopt creative approaches and innovative practices when these are the best ways of building on learners’ strengths and responding to their needs, and result in clear educational gain. The effectiveness of improvement planning, therefore, is discernible in the extent and quality of its outcomes for children and young people.”*

*The Journey to Excellence Part 4: Planning for Excellence*

# School Development Plan

A school Development plan is a road map that sets out the **changes a school needs to make** to improve the level of student achievement, and shows **how** and **when** these changes will be made

# Who Should be Involved in Planning





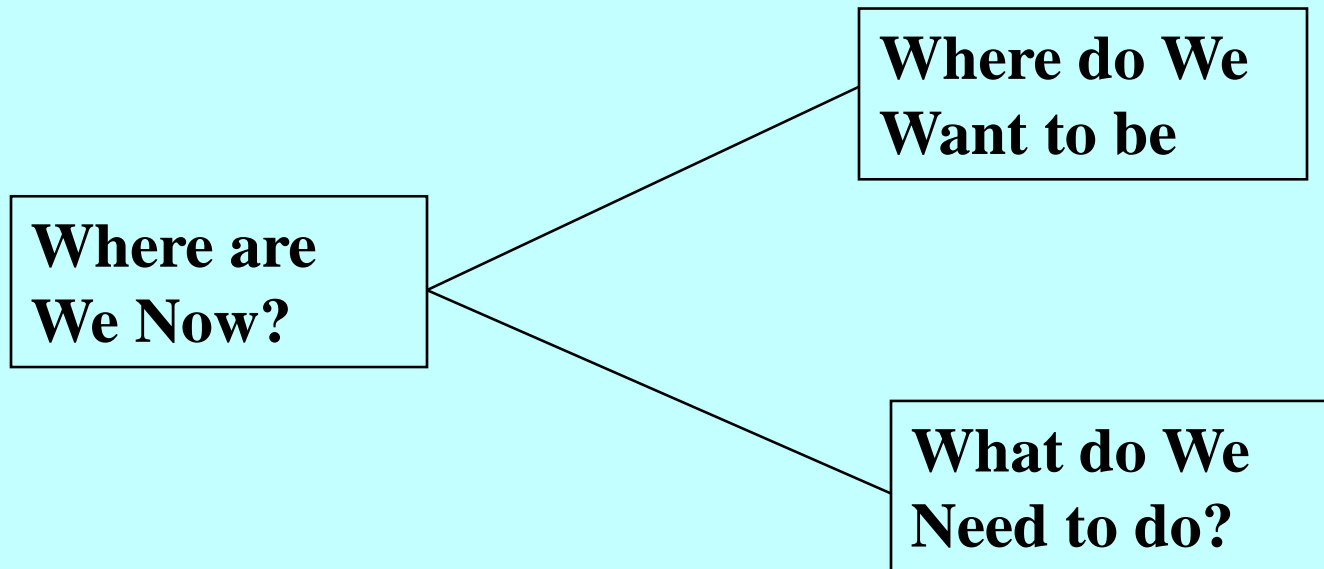
## AT THE STRATEGIC PLANNERS PLANNING MEETING



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# Specification of Institutional Goals



# Where we are now?

## Environmental Scan

- **Gathering of information** that concerns the organization's environments
- **Analysis and interpretation** of this information
- **Application** of this analyzed information in decision making

# Where we are now?

## **SWOT Analysis**

### **Strengths**

- What are some internal positive things about your organization?
- What does the community see as your strengths?

### **Weaknesses**

- What are some weaknesses in organization?
- What does the community see as your weaknesses?

### **Opportunities**

- What are some opportunities in your community or region?
- What are some emerging trends?

### **Threats**

- What are some provincial or national issues facing the organization?
- What are some technology issues that face the organization?

# Where do we want to go?

- Goals
  - Identify long-term outcomes to provide focus for the perspective planning process and short term goals for the immediate improvements
- Objectives
  - Identify specific, measurable results produced while implementing strategies.

Goals and Objectives Should Be SMARTER

- Specific
- Measurable
- Acceptable
- Realistic
- Timeframe
- Extending
- Rewarding

# How do we plan to go?

## Strategies

- How you will achieve your goals?
- How will you assign responsibilities?
- How will you establish an accountability framework?
- How will you evaluate the progress?
- What will be your review and feedback mechanism?
- What are your time-lines for goal achievement?
- What is your resource plan for facilitating the process?

# Strategic Planning Process

- Communicating the plan
  - How will you communicate the plan to stakeholders?
- Monitoring and evaluation
  - Critical to plan's success and credibility
  - Must be built into the plan
  - Critical for continuous improvement
- Continuous improvement
  - focuses on improving customer satisfaction through continuous and incremental improvements to processes

# Strategic Planning Tools & Techniques

- Appreciative Inquiry
  - Effective for changing organizational culture
  - Based on 4-D model
    - Discover, Dream, Design and Destiny
- Public Consultation
  - Involve public and stakeholders in your planning process
  - Achieve public consultation through
    - Interviews
    - Facilitated meetings
    - Open houses
    - Website discussion papers/surveys



# FOCUS

## Areas of Priority

(i)

Children attendance

(ii)

Teacher Performance

(ii)

Curriculum Delivery

(iii)

School Environment

- a goal statement
- performance targets
- implementation strategies
- indicators of success
- time lines
- responsibility for implementing strategies
- checkpoints for status updates
- opportunities for revisions.

# GO BY STEPS

- ☐ *Review data and identify concerns*
- ☐ *Prioritize concerns*
- ☐ *Make hypotheses*
- ☐ *Set goals*
- ☐ *Identify strategies*
- ☐ *Develop evaluation criteria*
- ☐ *Put self sustaining processes in place*

# School Development Plan: the role of Head Teacher

- ☐ *Interpreting data*
- ☐ *Checking records on results and student achievement*
- ☐ *Conducting parents' satisfaction surveys*
- ☐ *Evaluating teacher performance*
- ☐ *Conducting training need assessment exercises for staff*
- ☐ *Creating school-based collective vision*
- ☐ *Composing teams*
- ☐ *Creating a supportive and encouraging culture*
- ☐ *Promoting teacher leadership*
- ☐ *Rekindling the passion for self growth and change*

# How to Prepare SDP ..Step 1

## Formation of Planning Team

### School Development Plan



- ❖ Teachers 'Representatives
- ❖ SMC Members
- ❖ Local Panchayat / MC / Ward Representatives
- ❖ Community / PTA Members
- ❖ Students' Representatives

# How to Prepare SDP ..Step 2

## Brief History of School

- ❖ Year of establishment
- ❖ Type of School
- ❖ Location of School, distance from the road
- ❖ Enrollment
- ❖ Number of class rooms
- ❖ History of up gradation of school
- ❖ Land ( Covered by building and vacant land, playground)
- ❖ Building status ( kucha/pucca)

# How to Prepare SDP ..Step 3

## Infrastructural facilities available

- ❖ Number of Rooms ( Class Rooms/Others)
- ❖ Toilet facilities-No. of Toilets for Girls, Boys and staff
- ❖ Drinking water facility- No. of tanks and taps
- ❖ Fire Safety- No. of Fire extinguishers/buckets
- ❖ Electricity – wiring – safety
- ❖ Compound wall, Entry-Exit points
- ❖ Computers,Telephone,Library,Laboratories,ICT, Smart Class
- ❖ Rain water harvesting

# How to Prepare SDP ..Step 4

Staff Position ,Enrollment of Students and Examination results

- ❖ No. of Teachers and Non- teaching staff  
( Sanctioned, vacancy)
- ❖ Enrollment of Students ( Category –wise) –  
Previous three years
- ❖ Examination results –Previous three years

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required



# Long Term Goals

- To develop students as Skillful, knowledgeable and responsible human beings.
- To develop leadership qualities of middle leaders
- To institutionalize Continuous Professional Development for Teachers
- To develop School as Learning Organizations
- To develop a culture of collaboration in school

# Short term goals-Immediate Priorities

- To rearrange the classrooms so as to promote and facilitate collaborative learning.
- To design lesson plans that facilitate self and peer learning.
- To redesign morning assemblies, games and library periods so as to promote overall development and inculcate constitutional values.
- To organize at least two teacher development meets in a year for the CPD of teachers.
- To seek community support for different school related activities.

# Long Term Goals.... To develop students as Skillful, knowledgeable and responsible human beings

## ➤ **Skills :**

- Language Skills (Listening, reading, speaking ,writing )
- Understanding, applying,analysing,evaluating and critical and creative thinking

## ➤ **Knowledge :**

- Shift from rote learning to understanding
- Develop conceptual clarity

## ➤ **Values:**

- Encourage every student to participate in group activities
- Involvement of students in decision making
- Student Leadership development

# Strategies

- To divide the concept or chapter into small packets of reading material.
- To assign each team different packets and instruct them to gather all information related to their packet and design their own methodology of presentation and sharing with others.
- Each team shares their small packet, the teacher connects the different packets
- Asks students to see the relationship between the different packets.
- In a large group discussion all learners discuss about the knowledge, skills and values gained in the process of learning

# Indicators of success

- Students engagement in the class
- Preparation and presentation for each topic
- Initiation and participation of every student in the team.
- CCE of every student in the CR itself through constructivist learning.

# Method of Evaluation

- Classroom Observation
- Students' presentation, confidence, demonstration of improved knowledge, skills and attitude
- Overall achievement and increase in the SLO

# Action Plan.... Timeline.....

## When to do.....

April

May

June

July

August

September

October

November

December

January

February

March

# Monitoring and Review

1. Monthly Meetings of SMC
2. General House Meetings of SMC
3. Regular Staff Meetings
4. Review and Feedback Meetings
5. School Management Team Meetings
6. Different Committee Meetings





# SCHOOL DEVELOPMENT PLAN

2015 - 16

MIRA MODEL SCHOOL

MS. ALKA BHARDWAJ

# SCHOOL CONTEXT

MIRA MODEL SCHOOL is a progressive private school which is offering quality education since 1972. The school is recognized with Delhi Government and follows CBSE Curriculum. It primarily caters to middle class neighbourhood. The students are from all categories of the Society.

No. of regular Teachers : 82

No. of contract Teachers : 7

Total Enrolment in the School : 2338

- Enrolment of girls : 1010

- Enrolment of boys : 1328



# SWOT ANALYSIS

## STRENGTHS

- Healthy environment provided to students and teachers to nurture talents and skills
- Opportunities for students beyond curriculum
- Freedom to experiment and to express (for both staff and student)
- Efficient team of teachers

## WEAKNESSES

- Improvement in Academic results.
- Needs to work upon the achievements in Inter School Competitions

## OPPORTUNITIES

- Freedom for teaching-learning methodology.
- Exposure to co-curricular activities
- Inhouse workshops for students and teachers
- Various online courses, exchange pgrs, clubs, educational visits (ITMFAAS)

## THREATS

- To inculcate the eroding values, for school spirit and moral values

# SCHOOL VISION

- To motivate Self and Others, to innovate for Progress and change, to respect values, to aspire and to be a compassionate human being.
- To develop creativity and critical thinking among the children for sharing of Scientific and technological advances for the benefit of the global society
- To develop an understanding of the major issues facing the community and environment
- To turn out to be useful citizens of India and the World with basic ethical values.



# MAJOR CONCERN 1

Major Concern: Improvement in Academics.

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
<ul style="list-style-type: none"> <li>• 100% results</li> <li>- improvement in grades to further levels</li> <li>- ↑ in no. of students with greater than 90%.</li> <li>(↑ in no. of students with 10 CGPA)</li> </ul>	<ul style="list-style-type: none"> <li>• Improvement in Attendance</li> <li>→ More parental involvement</li> <li>→ Remedial/Peer teaching</li> </ul>	<ul style="list-style-type: none"> <li>• Assessment, Results of Tests, follow.</li> </ul>	<ul style="list-style-type: none"> <li>• CBSE results.</li> <li>- Internal Examinations (Unit Tests) etc. Terminal Exams.</li> </ul>	• 2 years from now	Subject Teachers, Supervisor's (Wing-wise)	
	<ul style="list-style-type: none"> <li>• Improvement of Self esteem</li> <li>→ Follow up.</li> </ul>			//		
	•			•		



# MAJOR CONCERN 2

Major Concern: Improvement<sup>me</sup> in Discipline

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
• Inculcating Self Discipline Self Control - Positive Contribution to the improvement of the Society	• Making the Students aware for the need of Discipline	• Positive behavioral Outcomes	• Supportive Disciplinary Practices.	• 2 years from now	Discipline Incharge at all levels	
	• United for Policy Decision (Principal Teachers and Students)	• Improvement in academic engaged time and improved performance is seen.	- Behavioural assessment		Class teachers and Subject teachers	
	• Modelling +ve behaviours by Teachers (Adult Mentors)				Family Support	

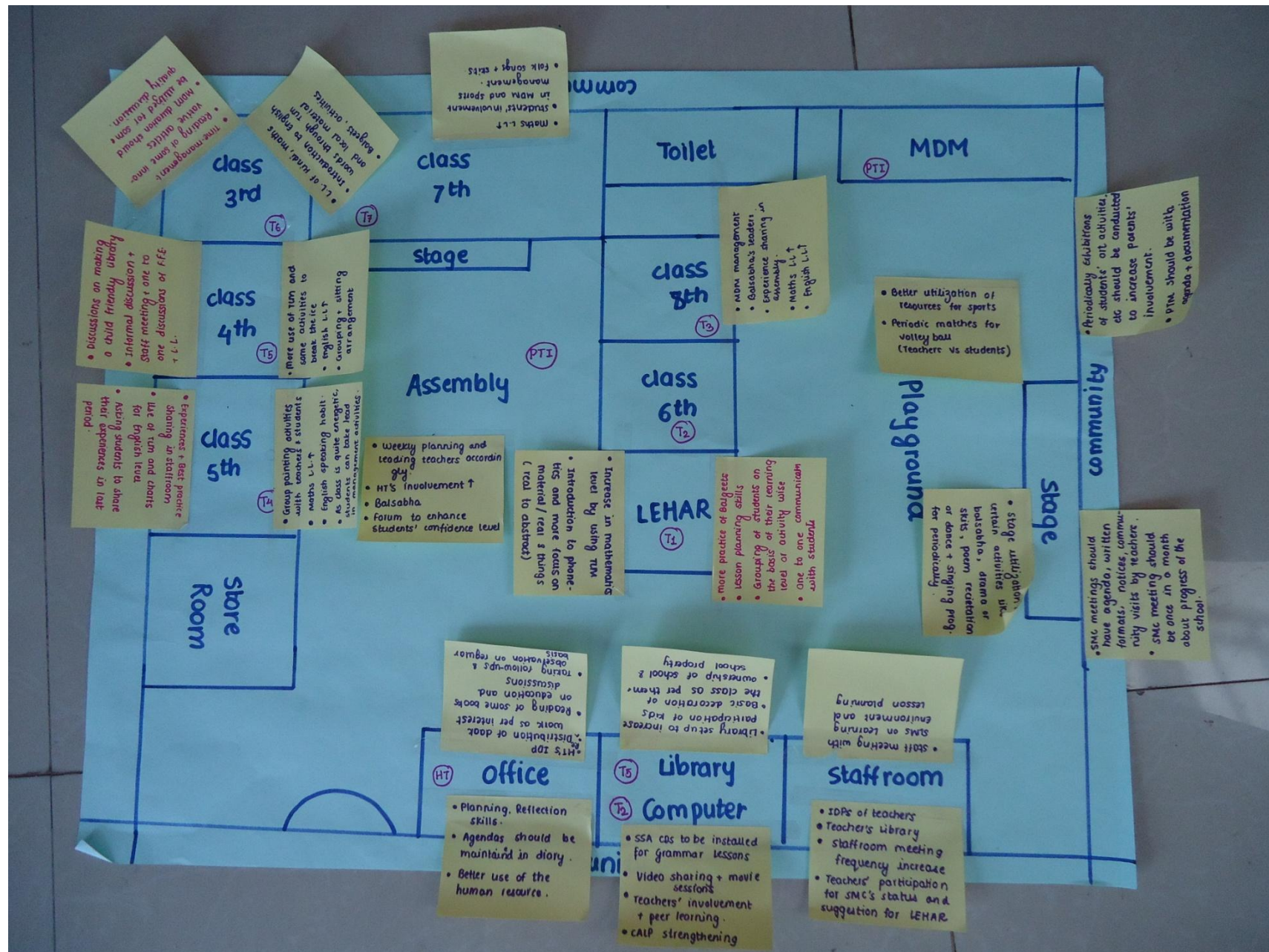


# MAJOR CONCERN 3

Major Concern: Eroding Moral Values

Targets	Strategies	Success Criteria	Methods of Evaluation	Time Scale	People in charge	Resources Required
<ul style="list-style-type: none"> <li>• Good behaviour with classmates and elders.</li> <li>• Reduction in Aggression</li> </ul>	<ul style="list-style-type: none"> <li>• Provision of Awards and appraisals for good behaviour</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstration of good behaviour</li> </ul>	<ul style="list-style-type: none"> <li>• Improvement in Interpersonal relationships</li> </ul>	<ul style="list-style-type: none"> <li>• 1 year from now.</li> </ul>	<ul style="list-style-type: none"> <li>Students Incharges</li> </ul>	<ul style="list-style-type: none"> <li>Counsellors</li> </ul>
	<ul style="list-style-type: none"> <li>• Civic Engagement (Community Work)</li> </ul>	<ul style="list-style-type: none"> <li>• Engagement in Volunteering for Community Work.</li> </ul>			<ul style="list-style-type: none"> <li>Parents.</li> </ul>	
	<ul style="list-style-type: none"> <li>• Counselling Sessions (Motivational Talks)</li> </ul>					











# " CRC સંજ્ઞતા - વહીવટી/શૈક્ષણિક રીતે "

## સંસ્થાકીય વિકાસ

- કલસ્ટર આચાર્યશ્રીઓ રિસોર્સ મેન્ટર બને. CRC ને માર્ગદર્શન આપી સંજ્ઞા કરવા

- શૈક્ષણિક-વહીવટી ક્ષમતા વિકસિત કરી તે દ્વારા શાળા-આચાર્ય-શિક્ષક મુદ્દી પ્રશ્નોઆડવી

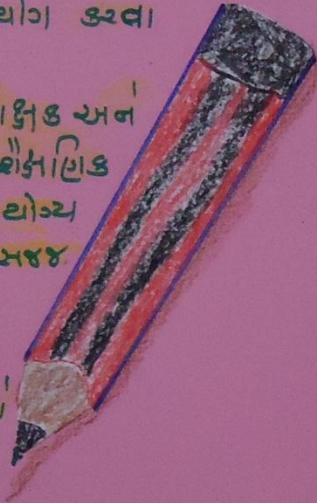
- બાળ કેન્દ્રી વિભાવના વિકાસ વર્ગખંડની સમસ્યાઓ ઉકેલ લાવવા સફળ બનવું

- CRC ને સારા પુસ્તકોની માહિતી આપવી

- શૈક્ષ. વેબસાઇટોથી વાહેફ કરી ઉપયોગ કરવા કરવા.

- શાળા - શિક્ષક અને વિદ્યાર્થીની શૈક્ષણિક સમસ્યાના યોગ્ય ઉકેલ માટે સજ્જ કરવા

- તાલીમ ભવન, અન્ય શૈક્ષ. સંસ્થાના ઉપયોગ - અલ્પયોગ પ્રાપ્ત કરવો.



દિનેશભાઈ એન. વ્યાસ  
BRC CO. બોમ્બે  
ચિ. આગ્રાંહ

## સ્વ વિકાસ

- સતત અધ્યયન શીલ રહેવું
- નવતર પ્રવાહોથી વાહેફ થતા રહેવું

- નવી ટેકનોલોજી - નવા રિસોર્સથી જાતની સતત કાર્યવત રહેવું
- વાંચન સતત રાખવું નવા પ્રયોગો કરવા રહેવું.

- વાર્ષિક, માસિક સાપ્તાહિક અને દૈનિક આયોજન - તથા તેને મહત્તમ ન્યાય આપવો. રોજરોજનું સરવૈયું તારવી જુલો મુદ્દાચી



શાળા ગુણવત્તાસભર બને, બાળકોને જીવનપર્યાંતી શિક્ષણ મળે

કલ્પેશકુમાર એ પરમાર - જી. આર. જી. - મુલાવ

શાળા વિકાસ પ્લાન (SDP)

સ્વ વિકાસ પ્લાન (IDP)

- \* બાળકલક્ષી કામગીરીને પ્રાધાન્ય આપીશ.
- \* નિયમિત ડાયરી મુજબ શાળા મુલાકાત કરીશ.
- \* કુદિ તથા શિક્ષકો સાથે હેન્ડ હોલ્ડિંગ કરીશ.
- \* બાળકો મને શીખે તેના પદ્ધતિ-પદ્ધતિનો ઉપયોગ કરીશ - ઉપયોગ - માર્ગદર્શન આપીશ.
- \* કમ્પ્યુટર સાથે શિક્ષકની વાતચીત કરીશ.
- \* શિક્ષકોને સ્વવિકાસની તક માર્ગદર્શન.

- \* સ્વ ડાયરી બનાવીશ.
- \* કામગીરીનું આયોજન કરીશ.
- \* શ્રી. ગુલામ મહે વાલો પદાર્થો - (પદ્ધતિ, ડાયરી, જાહેર મોલ)
- \* શ્રી. વેલમાઈ પદાર્થો ની માર્ગદર્શન - ઉપયોગ કરીશ.
- \* સ્વવિકાસનું દાખલ રાખીશ.
- \* વર્તમાન પ્રવાહોના વર્કશીટ



# Self Development Plan

Narendran H. Thakkar  
Ch. Ahm-2 Jung

## Self Development Plan

રૂઢીભોજન  
નવી નવી વસ્તુ શોધી  
તથા જાણકારી  
અભ્યાસ કરી શકાય.

શાળામાં પરીણ  
કાર્યના પગલો  
તથા મોડરન  
અભ્યાસ કે  
મળવી.

શાળાના બાહ્ય  
મારે મોડરન-  
પગલો અભ્યાસ-  
મળવી-શીખવે.

Internet માં  
શું શીખવે  
તથા જાણકાર  
અભ્યાસ શીખવે.

બોલો કંઈ  
શી રીતે સંચાર થાય  
તે શીખવે.

વિષયવસ્તુને  
અનુરૂપ આસિ  
મારે શીખવે  
H.M.ને જાણ  
કરી.

નવી નવી શોધો  
રૂઢીભોજન  
અભ્યાસ - પાલે  
તથા જાણકાર થા.

શી. રૂઢીભોજન  
નો ઉપયોગ કરી  
શીખવે.

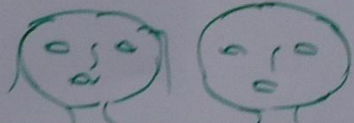
શી. રૂઢીભોજન  
અનુરૂપ અભ્યાસ,  
અભ્યાસ, કોઈ  
નવો કોઈ  
અભ્યાસ, અભ્યાસ.

વિષયવસ્તુને  
અનુરૂપ કોઈ  
શી. રૂઢીભોજન  
રૂઢીભોજન  
અભ્યાસ કરી શકાય.

અભ્યાસને અભ્યાસ  
ના આગે વિકાસ  
વિષય- અભ્યાસ  
શી. રૂઢીભોજન.

અભ્યાસ શી.  
રૂઢીભોજનનો  
ઉપયોગ કરી તે  
મારે અભ્યાસ  
કરી.

H.M.



Teachers

## Institutional Development Plan

રૂઢી H.M.  
રૂઢીભોજન  
શીખવે.

રૂઢી H.M.ને  
અભ્યાસ કાર્યમાં  
રૂઢીભોજનનો  
ઉપયોગ કરે.

રૂઢી H.M.  
શાળાના બાહ્ય  
કોમ્પ્યુટર  
સંચાર કરે.

રૂઢી H.M.  
Internet શીખવે.

રૂઢી H.M.  
અભ્યાસ શાળામાં  
બોલો સંચાર  
કરી... અભ્યાસ  
કરી.

શી. રૂઢીભોજન  
નો ઉપયોગ  
અભ્યાસમાં કરી  
તે આર મોડરન શી.

## Institutional Development Plan

અભ્યાસ શી. રૂઢીભોજન  
રૂઢીભોજન  
અભ્યાસ

અભ્યાસ શી. રૂઢીભોજન  
રૂઢીભોજન  
અભ્યાસ કરી  
શીખવે.

શી. રૂઢીભોજન  
અનુરૂપ અભ્યાસ,  
અભ્યાસ, કોઈ  
નવો કોઈ  
અભ્યાસ, અભ્યાસ.

શી. રૂઢીભોજન  
રૂઢીભોજન  
અભ્યાસ કરી  
અભ્યાસ કરે.

શી. રૂઢીભોજન  
રૂઢીભોજન  
અભ્યાસ કરી  
અભ્યાસ કરે.

અભ્યાસ શી.  
રૂઢીભોજનનો  
ઉપયોગ કરી  
અભ્યાસ કરે.



# Institutional Plan :-

## STUDENT LEARN BY USE OF TECHNOLOGY [વિદ્યાર્થીઓ પ્રાદ્યૌગિકીના ઉપયોગથી શીખે]

Str. Lec. E.T.  
DIET-Waghai.  
Dist: Dang.

## Self Development Plan

**H.M**  
H.M. દ્વારા કમ્પ્યુટર ગરમી  
તેજુ આયોજન કરાવવું  
CD રોલી. નો ઉપયોગ તેમજ  
EN Driveથી VIDEOનું નિદર્શન  
કરવું તેવી વ્યવસ્થા  
વિદ્યાર્થીઓ માટે સોફ્ટ મશીનરીયલ  
પ્રાપ્તિ માટે DIET-ET Branch  
સાથે સંકલન  
શિક્ષકો પાસે ટેકનોલોજીનો અદ્યતન  
માં ઉપયોગ કરાવવો.

### Teacher

H.M. દ્વારા આપેલ સૂચના મુજબ  
અદ્યતન કાર્ય કરાવશે  
DIET, S.S.A કે અન્ય સંસ્થા થી  
જેલ લાવીમનો વર્ગમાં ઉપયોગ  
કરીશે.  
તાલુકા અદ્યતન કાર્યમાં ટેકનોલોજી  
ઉપયોગ કરશે  
વર્ગમાં ટેકનોલોજીનો ઉપયોગ કરવાની  
પૂરી પાડશે.

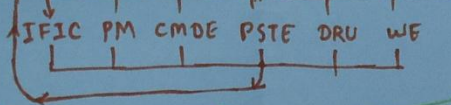
### BRC/CRC

- Meeting for awareness of technology in education
- શિક્ષકોને વર્ગમાં ટેકનોલોજીના ઉપયોગ માટે પ્રેરીત કરવાનો Action plan.

### DIET

#### E.T. Branch.

use of computer in Edu.



### ગાળક: CHILD

- ટેકનોલોજીની મદદથી શાળા અદ્યતન કાર્ય દ્વારા અદ્યતન કરશે.
- ટેકનોલોજીનું જ્ઞાન મેળવશે.
- ટેકનોલોજીનો ઉપયોગ કરતાં થશે.

### E.T. Branch.

- કમ્પ્યુટરના આધુનિક એક્સપેરિન્સી જાણવાની મેળવીશ.
- ઈન્ટરનેટ પરથી વિવિધ વિષયો માટે ઉપલબ્ધ એનીમેશન, વિડીયો, ફ્લીપ્(સોફ્ટવેર) ઇમેજીસ મેળવીશ.
- CRC/BRC, H.M., શિક્ષકોને લાવીમ આપવા પૂર્વે પૂર્ણ આયોજન કરીશ.
- કમ્પ્યુટર ઉપરાંત અન્ય ટેકનોલોજીને (ટી.વી, વિડીયો કેમેરા, પ્રોજેક્ટર, મોબાઇલ ફોન, માઇક સીસ્ટમ) ને શિક્ષણ પ્રક્રિયામાં સંકલ્પવાના અવકાશને શોધી તેનો ઉપયોગ કરીશ.
- લાવીમ કુ આજેતા પૂર્વે તે અંગેનું સોફ્ટ મશીનરીયલ તથા હાર્ડ મશીનરીયલ (મોડયુલ સહિત) તૈયાર કરી અકાસણી કરી તૈયાર રાખીશ.
- વિવિધ વિષયો (તમામ ધોરણો માટે) આધારિત P.P.T તૈયાર કરી તેની soft copy BRC, C.R.C., H.M તથા Teacher ને આપીશ.
- BRC, CRC, H.M તથા Teacher સાથે E-mail તથા ફોનથી contact માં રહીશ.
- DIET નો BLOG તૈયાર કરી દરેકને જાણ કરી. DIET ની ના કાર્યક્રમોથી લધાને અવગત રાખીશ.



# VISION STATEMENT

## THE QUALITY OF EDUCATION

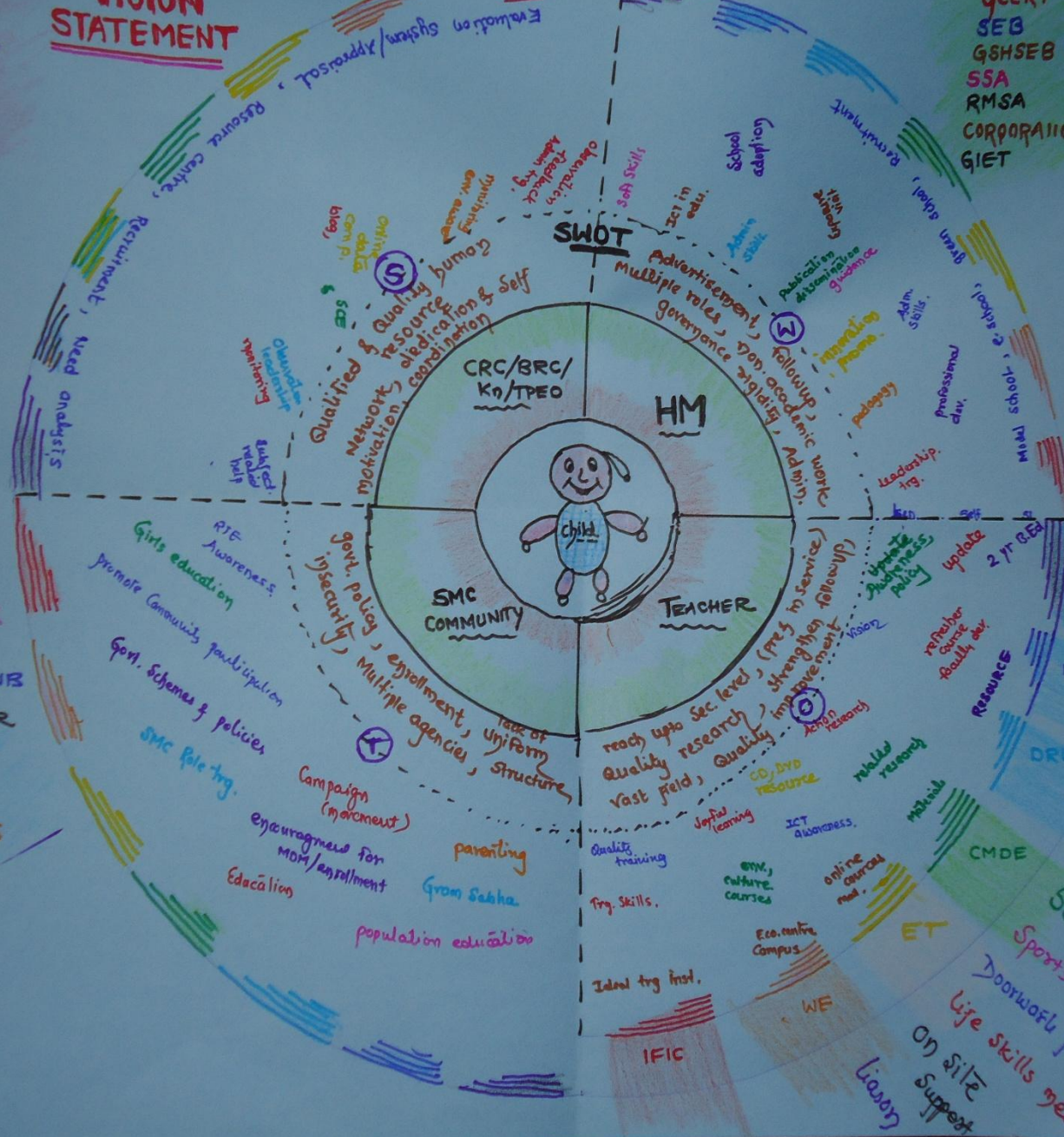
MHRD  
NCERT  
NCTE  
NUEPA  
RIE  
CORT

EDU DEPT.  
GCERT  
SEB  
GSHSEB  
SSA  
RMSA  
CORPORATION  
GIET

CTE  
IASE  
UNIVERSITY

IERSS  
INNOVATION  
CELL  
DELL LAB  
DCE CENTER  
MATH LAB  
SCIENCE CLUB  
CRAFT CORNER  
LIBRARY  
PSYCHO LAB.  
SMART CLASSES

UNICEF



Monitoring Team  
Experts/White  
School placement  
Gunotsay  
G-SLASH  
Eco club Activities  
Science Exhibition  
Sports Events  
Doorwafl progm...  
Life Skills mela  
on site  
Support  
Liaison

# A STEP FURTHER

**REQUIRES PLANNING , COORDINATION  
UNDERSTANDING AND HARMONY**

