

N.C. JINDAL PUBLIC SCHOOL, PUNJABI BAGH, NEW DELHI-110026

**Minutes of the meeting PTA meeting
held on 31.08.2021**

A meeting of PTA was taken on 31.08.2021 to discuss the welcome news of reopening of school for classes 9 to 12 on 01.09.2021 and for classes 6 to 8 from 08.09.2021. The following members attended the meeting:

1. Dr. D.K. Pandey, Principal
2. Mrs. Madhu Khirbat, Academic Consultant
3. Mrs. Bharti Pushkarna, Vice-principal
4. Mrs. Indu Jain, Headmistress (Primary)
5. Mrs. Veena Singh
6. Mr. Amrish Kumar Chauhan
7. Mrs. Manju Setia
8. Mr. Prabhakar Mishra
9. Mrs. Indu Sharma
10. Mrs. Poonam Narula
11. Mrs. Chitra Pathak
12. Mr. Jitender Kaushik
13. Mr. Vikas Gupta
14. Dr. Guru Charan
15. Mr. Ajay Jain

The minutes of the last meeting held on 08.06.2021 were read out and the same was unanimously confirmed by all members.

Reopening of school – The school Principal informed the PTA that immediate meeting of the PTA, at a short notice had to be conducted in order to discuss the welcome news of reopening and preparedness of the schools w.e.f. 01.09.2021, as directed by the DOE, School Branch, Old Secretariat, New Delhi. He further informed the PTA about the SOP for re-opening of schools, as discussed in the meeting of the Joint Committee of officers from Education and Health Departments. It has been decided that school will reopen in phased manner for classes IX to XII from 01.09.2021 and for classes VI to VIII from 08.09.2021, following Covid Appropriate Behaviour. The Principal deliberated upon all the focal points which were discussed in the meeting of Joint Committee of officers from Education and Health Departments and further invited suggestions from the PTA members. The Principal, placed the SOP as confirmed by the Joint Committee of officers from Education and Health Departments and regarding Implementation of Standard Operating Procedure (SOP) for Re-opening of Schools as per the checklist before the PTA. A Covid Appropriate Behaviour safety walk of the school campus was taken by the PTA to assess the readiness of school for the reopening. The PTA expressed their utmost satisfaction at the measures taken by the school for implementing of all the academic and other activities of the school by following all the CAB guidelines. They unanimously agreed that school is well prepared to re-open for

Dr. D.K. Pandey
31/08/2021

M. Khirbat
31/08/21

A. K. Chauhan
31/8/21

M. Setia
31/08/2021

Indu Jain
31/08/21

V. Singh
31/8/21

P. Narula
31/8/21

Chitra

J. Kaushik

M. Pushkarna
31.8.2021

Bharti
31/08/2021

the students. Further, the Parent's consent form is a mandatory for all the students who come to the school for their classes. PTA members agreed that the District and Health department authorities may be allowed for the random collection of samples of students and teachers/staff for COVID on a regular basis.

There being no other matter to discuss further, the PTA meeting handed with a Vote of Thanks to the chair.

S. Pandey
31/08/2021

[Signature]
31/08/21

Ajay
31/08/21

[Signature]
31/08/2021

A. K. Singh
31/8/2021

P. Rawat
31/8/21

Chitra

[Signature]
31/08/2021

[Signature]
31/08/21

[Signature]
31.8.2021

Bharti
31/08/2021

**Checklist Regarding Implementation of Standard Operating Procedure (SOP) for
Re-opening of Schools**

The Head of School shall ensure that the following preparations are made before re-opening of Schools for Students:

Sl. No.	Points to be checked	(Yes / No)
1.	Whether thorough sanitization of the school premises is done?	Yes
2.	Whether key supplies like thermal scanners (One thermal scanner per 200 students coming to school as per time table) disinfectants, sanitizer, soap, mask, etc. are available in sufficient quantity in School?	Yes
3.	Whether all the teaching & non-teaching staff as well as all support staff of the school is vaccinated? (If no, please give reasons)	Yes
4.	Whether SMC Meeting regarding the readiness for re-opening of the school for students was conducted?	Yes
5.	Whether a Time Table for students attending the school after re-opening has been planned and approved by DDE (Zone) as per SOPs?	Yes
6.	Whether the timings of School and Lunch break for students has been staggered as per SOPs?	Yes
7.	Whether students are made aware regarding not sharing lunch, books, copies and stationery items?	Yes
8.	Whether Students, teachers and other employees living in the containment zone have been directed not to attend the school?	Yes
9.	Whether the area or part of the school building being used for vaccination site / ration distribution is properly separated/ demarcated from the area/part of the school building that will be used for Academic Activities with separate Entry/Exit for this purpose?	Yes
10.	Whether necessary directions regarding Counseling / Guidance Program have been provided to the teachers as given in the SOPs?	Yes
11.	Whether all preparatory steps regarding Health & Safety Guidelines as given in SOPs have been taken?	Yes
12.	Whether the Parental Consent Form as per Annexure - 2 has been obtained from all students who will attend the school after re-opening?	Yes
13.	Whether a Quarantine Room has been earmarked in the school?	Yes

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14.	Whether guidelines related to Face Masks / Physical Distancing / Campus Guest Visit have been issued as per the SOPs?	yes
15.	Whether measures regarding awareness about COVID-19 have been undertaken to ensure COVID Appropriate Behavior (CAB) like physical distancing and mask guidelines etc.?	yes

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Asai

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[Signature] 31/08/21

Pearls 31/8/21

Tikande 31/8/2021

[Signature] 31/08/21

Bharti 31/08/2021

[Signature] 31.8.2021

Chitra