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to conduct
meeting with
all JDPIs
+ circulate
this letter
+ programme
for colleges
in page 8

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Government of West Bengal
Department of School Education
Bikash Bhavan, 6th Floor, Bidhannagar, Kolkata - 700091

A. Dasgupta
+
A. Ghosh
JDPI

Memo No. 303 / Admn / 83 / M&D / PBSSM

Date : 19.12.2023

M. Hama
22/12/23

To

1. The Principal Secretary, GTA
2. The District Magistrate (All Districts)

Sub : Guidelines for observation of Students' Week from 02.01.2024 to 08.01.2024

Madam/Sir,

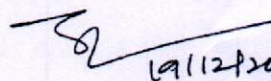
You are aware that the competent authority has decided to observe the Students' Week throughout the State from 02.01.2024 to 08.01.2024. The guideline of activities and programmes to be followed week long, by the Schools, Colleges, Educational Institutions, Universities and District HQ is attached herewith for your ready reference.

You are requested to kindly take all necessary initiatives so that the weeklong programmes may be observed with due prominence at all the levels.

This is issued with the approval of competent authority of School Education Department.

Encl : Guidelines on Students' week 2024

Yours faithfully,


19/12/2023

Principal Secretary to the Government of West Bengal
School Education & Higher Education Departments

- Registration, Updation and Renewal of Kanyashree beneficiaries in Kanyashree portal
- House to house visit by the Shikha Bandhus for enrolment drive of OOSC.

B. College and University Level:

Students' week would be observed in all Govt. and Govt. Aided colleges / Universities / Educational Institutions including Technical/ Professional Institutions of the State, in line with the spirit of the programme specially focussing on the facilitation of Student Credit Card camps and other activities like:

- Conducting online seminar / workshop and dissemination of information regarding Student Welfare schemes and other pertinent issues
- Organizing Student Credit Card awareness camp cum help desk
- Organizing awareness camp cum help desk for SVMCM, Aikyashree and Post Metric Scholarship
- Organizing Health Check-up camps and psychological counselling
- Display of IEC materials as determined by competent authority of the State/ District
- Organizing drawing / poster competition
- Quiz Competition
- Cultural programmes like singing competition, recitation competition, creative writing competition.
- Organizing Career Counselling sessions
- Holding seminars on Digital Education or blend mode of education with emphasis on students' participation
- Interaction with the guardians may be planned on 2nd or 3rd January, 2023.
- Interactive exposure visits by School students of Secondary/ Higher secondary classes to different Colleges/ Universities (concerned HOIs may plan in consultation with schools in their catchment areas)

C. District Level:

The programme at District level may plan activities mentioned below for the whole week. The activities taken up during the week may include as follows:

- Organize *Prabhat Pheri*
- Publicity/Awareness regarding the new activities implemented by SED at school level
- Setting up awareness desks on Student Credit Card at the offices of BDOs / SDOs / DM and Local bodies
- Organizing cultural programmes like recitation, reading activities, dance, drama, music, solo act by students and teachers of few selected schools.
- Organizing Book Fair
- Organizing Science exhibitions
- Organizing Stress management workshops / awareness camp for students during the week

4. Monitoring:

The Students' Week intervention will be monitored by the District level Committees and level school wise data will be submitted on a Google Sheet format shared by the State. The DEO/ DI will be in-charge of updating the Google Sheet on a daily basis.

5. Fund Provision:

For conducting the programme at school level, the expenditure may be borne out of School Composite Grant Head of **SSA fund**. Concerned ADM (Education) SSM of each district may place requisition of fund to the State office, if so needed.

For College and University level celebration, expenditure to be born out of available funds at their end.