

# RMB DAV CENTENARY PUBLIC SCHOOL NAWANSHAHR

## PARENTS TEACHERS AND ALUMNI ASSOCIATIONS

### Parent-Teacher Focus Committee

The DAV-PTFC (Parent Teacher Focus Committee) is a body constituting representatives of Parents and Staff of DAV. The list of parent & staff representatives of the PTFC for the one academic year & the schedule of meetings will be available.

### Objectives of the PTFC

The objectives of the PTFC are to advance the education, all-round development of the students and to act as a link between the parents of each of their respective classes and the teachers as well as to bring to the notice any issues by deepening and extending relationships between Teachers, Parents.

### Constitution of PTFC

1. Membership to PTFC is for one academic year only i.e. from July to March.
  - Membership of PTFC are Parents / guardians whose children or wards attend school.
  - Three Parents & three Teachers from each section in the Academic Focus Committee.
  - Three Parents & three / four Teachers representing the other Focus Committees.
  - The membership is subject to approval of the Principal.
2. Senior most Teacher will be the Head/ Convenor of the committee.
3. PTFC further divided into various Focus committees so that maximum representation of parents & suggestions to improve can be explored & implemented.
4. The focus committees is as follows
  - Academic:
    - i. It is divided into four sections :
    - ii. Pre-Primary Section,
    - iii. Classes 1st to 4th,
    - iv. Classes 5th to 7th,
    - v. Classes 8th to 10+2.

- Sports / Games
- Sanitation / Safety & Traffic Control in Campus
- Art / Culture / Music
- Resource Persons / Field Trips & Excursion

### **Roles and Responsibility of the PTFC**

1. The PTFC will meet as per the schedule available on notice board in the school & make suggestions towards achieving the objective stated above. The suggestions put up by the PTFC, once approved by the Principal in consultation with the school management will be implemented by the PTFC & the school.
2. The Board of Management of DAV may at its sole discretion modify the objectives, roles & responsibilities of PTFC from time to time.

### **Code of Conduct:**

1. All PTFC meetings will be held only on the school campus during school hours. Detailed schedule is as provided
2. No meeting will be held under auspices of the PTFC outside the school or in a public place without the prior written approval of the Principal .
3. The name of the PTFC and the names of any PTFC members shall not be used in connection with any commercial interest.

### **Dissolution of PTFC**

The PTFC will be automatically dissolved at the end of the academic year (the last meeting will be held in March of each academic year).

### **MEMBER OF PTFC**

#### **FOR PRE PRIMARY**

TEACHER'S NAME	MEMBER'S NAME
MS.AMANDEEP KAUR	MR. RAMAN KUMAR
MS. JYOTI	MS.JAGJIT KAUR
MS.RATIKA	MR.DINESH

**FOR FIRST TO FOURTH**

TEACHER'S NAME	MEMBER'S NAME
MS.SAPNA	MS.SEEMA
MS. JAGJIT KAUR	MR.RAVI SHANKAR
MS.NEHA	MR.RANJIT SINGH

**FOR Classes 5th to 7th**

TEACHER'S NAME	MEMBER'S NAME
MS.ANJU	MS.RIMPLE
MS. NISHA	MR.SUNITA RANI
MS.SHIVANI	DR. NEENA SANT (CIVIL HOSPITAL)

**FOR Classes 8th to 12th**

TEACHER'S NAME	MEMBER'S NAME
MR.SHIV KUMAR	DR. SATWINDER SINGH (SMO CIVIL HOSPITAL)
MS.TAMANNA	DR. RANJEET KAUR
MR.DINESH KUMAR	DR. DEVENDER DHANDA (E & T Specialist)
MR. SURESH KUMAR	MR. KARAN DIWAN
MS. MANJU GAUTAM	ADVOCATE VIKRAM SHARMA

**2. Alumni Association**

Who is better for today's students to aspire to than those who have walked in their very shoes?

Not only did the students help to write our history, but through their continued partnership, they will be an important voice in developing our future. As mentors, they will bring expertise and inspiration to our current students. As volunteer leaders, they will be able to provide invaluable insights and thoughtful direction. And as scholarly adults and accomplished professionals, they will represent the model of excellence.

The alumni association is yet another initiative that aims to strengthen the bond among the long and distinguished list of people in the alumni body, as well as with its Alma Mater.

All students who have been part of the academy may become members.

## WHAT IS PARENT TEACHER ASSOCIATION?

### INTRODUCTION

Parents teacher association (PTA) is a formal organisation of parents and teachers that is formed to get parents involved in their children's academics as well as to help and reform the school systems. The main focus of any PTA is to work for the prosperity of the school going children. PTA's provide parents and teachers a mutual platform to work for the betterment of the school, teaching and everything that influences the physical and intellectual growth of a child. PTA meetings help both parents and teachers to involve and discuss and solve any particular issues they are facing.

### WORKING OF P.T.A.

For the proper working of PTA meeting following points should be kept in the mind:

- Create a meeting schedule and communicate the date and timing of the PTA meeting.
- Make the report cards and other content ready which are required in the PTA meeting.
- In meetings, begin by discussing positive aspects of the child's experiences in your class and also end up with the student's strengths.
- Explain your goals for the child and how each student's progress is determined.
- Talk about Child's work. Discuss the child's performance in each subject.
- Listen to parents; it will help you understand what they want for their child.
- Close the meeting by setting goals for the child's future work.
- Suggest strategies for meeting those goals.

### NEED OF PTA

Need for conduction of PTA meetings in the schools are many and some of them are listed below:-

- PTA brings parents into the equation that provides a fresh insight on the improvements that are needed.
- It improves home-school communication by providing two way communication between parents and teachers.
- PTA is needed to raise funding which provides students with extra facilities.
- It is also required to improve parental relationships and teachers get to know about student's home life.
- It provides an opportunity to talk about the academic performance of each student.

- PTA can be a way to suggest change at their Child's school.

### **IMPORTANCE OF PTA**

Importances of PTA meetings in schools are given below:-

- It provides an opportunity to open two ways communication for the welfare of the child.
- Provides great opportunity for the parents and teachers to develop a healthy relationship and holistic development of the child.
- PTA is a great platform for parents and teachers to share insight and information for the development of a child.
- It helps educators to know Child's weaknesses and strengths from the parent's observation.
- It helps to know and to work for the modification of a student's performance and to ensure best academics and non-academic performance of the child.
- PTA hosts fun, educational clubs, programs and events for families.

### **AIMS OF PTA**

Major aims and objectives of conducting PTA in the schools are as follows:-

- To bring home and school in close contact.
- To promote the welfare of children and youth in home, society and community.
- To raise the standards of home life of the child.
- To secure adequate laws for the care and protection of the children and youth.
- To encourage parents to become more involved with children's school.
- To provide support for school events and other important occasions.

### **ROLE OF TEACHER**

Any parent teacher association cannot be considered good unless there is full cooperation from both sides. For PTA, teacher has following roles:

- To inform the parents regarding entire activities of the school and related activities from time to time. -To convey the examination result of students to their parents.
- If any fund is being collected for any kind of purpose in school, teachers should make parents aware regarding this subject.
- To discuss with parents about students and help in finding problems of students.
- If any student is absent for a long period of time, the teacher should contact his parents and try to know the reason behind it.

- Notifying parents if homework or project work assigned by the school to students is continuously incomplete.
- If a school wants to take students for any excursion or trip for any purpose, the teacher should inform parents regarding this subject.

### **ROLE OF PARENTS**

Before coming to the school, basic education of a child is given in the house only by the parents. In the complete development of the student, a parent's contribution is very important. Parents have following role:-

- Parents should continuously monitor children's activities.
- Parents should continuously discuss the student's home life with the teacher.
- Parents should always get involved in PTA meetings.
- Parents should always motivate students to participate in school's various activities.
- Behaviour of the student in the school should be discussed with the teacher.
- Getting the students examination results on time and consulting the teacher on this subject.
- Observing the students interest in education and school.
- Parents should be in constant contact with the teacher and should keep complete information about school and the students.

### **CONCLUSION**

- Parent teacher association is very important for students. Complete development of students is assured through this association and tries to meet his needs. This association not only fulfils the needs of students but also of teachers and parents.
- Unless teachers know their students well and are knowledgeable about their achievements, they cannot be confident that their teaching is meeting the learning needs of their students. Therefore parent teacher association helps in complete development of a child and lets teacher and parents understand their children's needs and progress completely.