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गुरुग्राम- 122001
State Council of Educational Research & Training, Haryana
Gurugram - 122001

To

1. DEEOs
2. DPCs
3. DIETs (all districts)
4. BEO/BEEOs (all blocks)

Memo no :- SCERT/RMSA/2018/109-1091

Date :- 03/04/2018.

Subject : Regarding Full Day LEP in all Primary schools of the state under the Catch-Up Program

The education department is committed to bring all students of the state at their correct grade level. For the same, all the primary schools will be conducting Learning Enhancement Program (LEP) for full day from 2nd April to 14th May (Six weeks)

The following are the instructions regarding implementation of the same:

1. **Skill Passbook:** In the first week, every student would be given a skill passbook, and it must be filled by the teacher to identify the skill gaps of the students.
2. **Identification of competencies:** Teacher would then identify 5-10 competencies in every subject in every class as per the observations of the skill passbooks of the class.
3. **SLO Proforma:** Competencies identified by the teachers would be mapped to LEP competencies listed in AMS, and school heads would mention all the selected competencies which are to be covered in the month of April in the SLO proforma.
4. **L₀ Students' Grouping:** For all the students across classes 1 to 5, who lack even the basic competencies like knowledge of alphabets and numbers (L₀ students), separate group should be formed in every school. They should be taught these competencies from LEP manuals.
5. **Full Day LEP:** Once the competencies are identified, relevant chapters from LEP manuals must be taught to address the skill gaps. Activity Based Learning, Grouping and Peer Learning should be the focus of teaching, and Moolyanak-Soochi must be filled to check the progress of the class. The time-table to be followed is given in **Annexure 1**.

6. **Mentor Visit:** Mentors should visit 10 schools by 20th April and specially check the implementation of Skill Passbook, SLO proforma and L₀ grouping, apart from their regular mentoring. They can also visit multiple schools in one day.
7. **DigiLEP JBT Training content:** DigiLEP content would soon be available on DigiLEP groups, in which training videos would be posted regularly. All mentors/JBTs should watch the videos and replicate the teaching methodology in their respective classes.


It is expected that-all the officials, teachers and mentors would enthusiastically take up this mission to bring all students at their grade level.


 Director
 SCERT Haryana
 Gurugram

Ends:even

A copy of the same is forwarded for information and necessary action to

- PS to State Project Director (SSA/RMSA) Shiksha Sadan Panchkula Haryana
- PS to Director Elementary Education Shiksha Sadan Panchkula Haryana
- Academic Cell o/o Director Secondary Education Shiksha Sadan Panchkula Haryana


 Director
 SCERT Haryana
 Gurugram

Annexure 1

Day	Assembly	1 st session First Two Periods	2 nd session Next Two Periods	Break	3 rd session Two Periods	4 th session Two Periods
Monday	-do-	Maths	English	-do-	Hindi	For classes 1-2 this time can be used for Maths/English/Hindi
Tuesday	-do-	Maths	English	-do-	Hindi	
Wednesday	-do-	English	Hindi	-do-	Maths	
Thursday	-do-	English	Hindi	-do-	Maths	
Friday	-do-	Hindi	Maths	-do-	English	For classes 3-5 this time can be used for EVS
Saturday	-do-	Hindi	Maths	-do-	English	