

**Government of Jammu and Kashmir,
School Education Department,
Civil Secretariat: Jammu/ Kashmir

Subject: Rationalization of teaching staff in schools.

C I R C U L A R

- I. Perusal of data pertaining to enrollment in schools and availability of subject teachers indicates that:-
 1. In many schools, despite poor enrolment, at times even zero, a number of teachers continue to be posted, in contradiction to the recommended Pupil Teacher Ratio (PTR) norm.
 2. Teaching staff of a specific subject has been posted but the number of students opting for the same is very small, rather inadequate to justify continuation of such subject.
 3. In some schools, though there is no sanctioned post for a particular subject, students have opted for it and teaching staff has been provided by way of attachments, need basis, transfer of post of some other place, etc., i.e. over & above the sanctioned posts of that school.
 4. There are instances where though the subject stream (eg; commerce) has been introduced, due to non- posting of teaching staff, the students cannot opt for the stream, constraining their choice.
 5. In some teacher education institutions like (SIEs / DIETs), the posts of faculty members are filled without examining their eligibility / span of service, or requirement of subject specific faculty member to deliver as resource persons of the teacher education institute.
- II. In order to properly utilize the available teaching staff with the department, it is imperative that the deployment of staff is such that it maximizes benefit to the students. Also, inadequate number of students adversely impacts the learning environment and quality apart from thin spreading of resources. Therefore, rationalization exercise needs to be carried out expeditiously and for this purpose, the following steps are directed to be taken:-
 - A) In respect of a place where primary/middle school was opened on the strength of 20 children as per the SSA norms but the enrolment has fallen below that number, or more than one teacher was provided considering the PTR but the

present strength doesn't justify the same, the teachers/ ReTs working in that school shall be responsible to increase the enrolment to the required number by intensively persuading with the community, focusing on 'Out of school children' (oosc) in the catchment area of the school, and clarify the reasons for failure to bring a child to school, individually. This will be an important parameter to assess the performance of a teacher. A decision with regard to continuation of the school shall be required to be taken after a month's time with reference to the enrolment and the distance to the nearest school. Information in enclosed proforma (format-I) shall be submitted as on 31st March.

B) The CEOs/ZEOs shall undertake an intensive exercise in the Primary/Middle Schools with reference to the PTR and transfer any surplus staff to other schools of the district. This should be completed by 15th March, 2015 so that the schools have proper staffing by 31st March, 2015. The information in the enclosed format (format-II) be provided as on 31st March.

C) The Director School Education, Jammu/ Kashmir shall carry out detailed analysis in respect of High/Higher Secondary schools pertaining to requirement/demand of subject Masters/Lecturers, sanctioned posts, availability, etc., and also of the DIETs/SIEs and furnish their recommendations to the Administrative Department for appropriate action by 15th March, 2015 as per enclosed proforma (format-III).

III. The requisite action should be initiated at all levels in the Education Department. The Directors of School Education, Jammu/Kashmir may monitor the rationalization process regularly and ensure compliance in prescribed timeframe. The Directors may also take necessary measures so that the information, duly verified by them, is furnished timely.

Sd/-

(Shaleen Kabra) IAS

Commissioner/ Secretary to Government
School Education Department.

No: Edu/PS-CS/Cir/2015

Dated: /02/2015.

Copy for information to the:-

1. Principal Secretary to the Hon'ble Governor.
2. Divisional Commissioner, Kashmir/Jammu.
3. Director School Education, Jammu/Kashmir.
4. Principal Private Secretary to Chief Secretary.