

## **Annual Report on Counselling & Guidance Programmes (Academic Session 2019-20)**

**Mental health & wellbeing** enable students to meet their learning potential, cope with common stressors as well as remain connected to the community. In this regard, our school provides support services, guidance & awareness to ensure that students remain mentally healthy & secure. Our **Counseling & Guidance Programme** aims to **flourish** the **educational journey**, promote **skill development**, develop **resilience against adversity** & act as a **protective factor** from mental ill health.

### **ONE TO ONE COUNSELLING**

#### **IA. Students & Parents**

Counselling services have been provided to students as well as parents on a one to one basis in order to address their challenges in academic, behavioral, cognitive, affective and delayed developmental aspects. Students referred by class teachers /coordinators were individually counselled with adequate follow up sessions depending upon the nature of problem. Parental counseling and family therapy have been done in cases where it was found to be necessary.

**Table 1: Represents the major categories of problems observed in the cases referred for counselling during the session 2019-20**

<b>Nature of problems observed as per the cases referred to the counsellor</b>			
Sl.No	Senior Wing	Middle Wing	Primary & Pre-primary Wing
1.	Career Planning	Handling Peer pressure	Behavioral problems in classroom
2.	Conflict with authority figures & other behaviour problems	Behaviour Problems	Behaviour & learning problems of CWSN.
3.	Social Media Addiction	Emotional problems typically associated with adolescence.	Emotional & behaviour problems due to inappropriate parenting style
4.	Lack of concentration & low academic motivation	Challenges encountered by differently abled students & parents.	Academic problems due to lack of study habits
5.	Problems related to time management & learning style.	Addiction to mobile phone, television & social media	
6.	Anxiety & depression	Lack of academic interest & attention	
7.	Relationship issues	Bullying	

## **IB. Teaching & Other Staff Members**

During this academic session, few teaching and non teaching staff approached the counsellor seeking assistance to effectively meet the professional/personal challenges & improve their performance at work. Counselling services were also extended to such staff members (teachers, administrative staff and support staff) as & when required.

**Table 2: represents total number of teachers who had consulted the counsellor to seek assistance in guiding their students during the academic session 2019-20**

No. of teachers /staff	Preprimary wing	Primary Wing	Middle wing	Senior Wing	Month
	01	-	01	-	March
	01	-	01	-	April
	-	-	-	-	May
	-	-	01	-	June
	02	01	-	03	July
	01	-	01	01	August
	01	01	01	-	September
	01	-	02	02	October
	-	02	01	02	November
	-	01	02	04	December
	-	01	-	-	January
	ANNUAL EXAMINATION CONDUCTED				February

## **II. Guidance Programmes**

During the academic session 2019-20, several counselling & guidance programmes were organized in school to facilitate academic development, improve their emotional as well as social skills. In addition to that, special counselling sessions were also conducted for the students focusing upon personal hygiene, cyber safety, bullying and harassment. Class based group counselling sessions were also organized before the examinations for guiding students to prepare for their examination. Guidance programmes organized by the school were conducted by the counsellor, school authorities, class teachers & external resource people.





The table 3.A presented below provides comprehensive report of the guidance sessions conducted during the academic session 2019-20.

GUIDANCE SESSIONS FOR STUDENTS						
Sl. No	Wing	Date	Target Group	Topic	Conducted by	No.of attendees
01.	<b>Pre Primary</b>	28.06.19	Classes Nursery -I	Fire Safety Education	Class Teachers	990
02.		04.11.2019-13.11.2019	Classes Nursery-I	Personal Safety	Counsellor	988
01.	<b>Primary</b>	04.04.19	Classes II & III	Safety	Counsellor	832
02.		06.07.19	Classes IV & V	Achieving Excellence	Principal sir	846
03.		25.07.19	Prefects in Primary	Being a Leader	Counsellor	20
04.		26.08.19-28.08.19	Classes IV & V	Strategies to prepare for examination	Counsellor	885
05.		06.09.2019	Classes II & III	Academic Development	Counsellor	850
06.		17.10.2019	Classes II & III	Keeping Our Planet Healthy/Moral Value Development	Counsellor	838
07.		19.10.2019	Classes IV & V	Moral Values	Counsellor	840
08.		21.01.2010	Classes II & III	Reading Habit	Counsellor	860
09.		22.01.2020	Classes IV & V	Time Management	Counsellor	850
01.	<b>Middle</b>	25.03.19	Classes VI-VIII	Self Development	Principal sir	1206
02.		29.07.19	Classes VI-VIII	Duties & Responsibilities Bullying Cyber Safety	Principal sir Counsellor Computer Teacher	1220
01.	<b>Senior</b>	26.03.19	Classes IX ,X & XII	Self Development	Principal sir	1074
02.		20.07.19	Behaviourally challenged students (IX & X)	Self Improvement	Administrator & Head Mistress	49
03.		22.07.19	Classes IX & X	Harassment Cyber Bullying Cyber Safety	Counsellor Computer Sc. Teacher	776



Sl. No	Wing	Date	Target Group	Topic	Conducted by	No.of attendees
04.		13.08.2020 14.08.2020	Class XII Science	Career Planning	Principal sir	350
05.		17.08.19	Class XII Commerce & Humanities	Career Planning	Principal sir	
06.		03.09.2019	Class X	Subject Selection, Allocation & Preparation for	Principal sir	
07.	<b>Senior</b>	21.09.2019	Class X	Academic Improvement, Health & Environmental Concerns	Principal sir	<b>400</b>
09.		25.11.2019	Classes IX & XI	Achieving Excellence	Principal sir	<b>718</b>
10.		27.11.2019	Class X ( students & parents )	Subject Selection, Allocation School's initiatives to support students for competitive examinations	Principal Sir Academic Coordinator	393 students along with their parents

### Sessions for teachers & other staff



The table 3.B presented below provides comprehensive report sessions for staff conducted during the academic year 2019-20

Sl. No	Topic	Conducted by	Target Group	Date	No. of attendees
01.	First Aid Training	Nursing Staff	PPW	04.04.2019	29 teachers
02.	First Aid Training	School Doctor Nursing Staff	Support Staff PPW	04.04.2019	21 members
03.	Training & educating CWSN	Counsellor	Teachers PPW & PW	20.04.2019	88 teachers
04.	Handling Medical Emergency in Classroom	School Doctor & Nurse	Teachers PW MW & SW	24.04.2019	171 teachers
05.	Pain Management	External Doctor	All Teachers	02.05.2019	230 teachers
06.	Prevention of Sexual Harassment	Counsellor	Teachers of OPJS Patratu	11.06.2019	19 teachers
07.	Prevention of Sexual Harassment	Counsellor	Teachers of OPJS Kunjemura	20.06.2019	29 teachers

### III. Career Counselling

Throughout the academic session, students from senior classes (standard X - XII) frequently approached the counsellor for queries about career avenues, courses, admission criteria etc. Their career interests were explored and queries were addressed with the aim to guide them in effective career planning through one to one counselling . Besides that, guest counsellors from external agencies were also invited to conduct career guidance workshop to inform students about the importance of taking career guidance assessments during career planning. In addition to that, students were also informed by the counsellor about the courses offered & career options in Science, Commerce & Humanities, their eligibility criteria, top institutes and universities, scholarships and national level entrance examinations. Information in this regard were either displayed on the notice boards or uploaded on the school website.



**Table 4: represents the list of information displayed /shared through Official Website/Class Teachers to help students in career planning during Academic Session 2019-20.**

<b>Month</b>	<b>Information displayed /shared through Official Website or Class Teachers</b>
<b>March</b>	<ul style="list-style-type: none"> <li>• Name &amp; Mascot Design Contest for Mumbai-Ahmedabad High Speed Rail</li> <li>• Common Law Admission Test (CLAT 2019)</li> <li>• JIPMER MBBS Entrance Exam 2019</li> </ul>
<b>April</b>	<ul style="list-style-type: none"> <li>• IISER Aptitude Test 2019</li> <li>• CIFNET Common Entrance Test 2019</li> <li>• NILD Common Entrance Test 2019</li> <li>• Courses &amp; career options in Sciences ,Commerce &amp; Humanities</li> </ul>
<b>June</b>	<ul style="list-style-type: none"> <li>• Kishore Vaigyanik Protsahan Yojana ( KVPY 2019)</li> <li>• Indian Centre for Plastics in the Environment All India School Contest 2019</li> </ul>
<b>July</b>	<ul style="list-style-type: none"> <li>• PCRA Saksham National Competitions 2019</li> <li>• Design a Logo/Slogan for Ministry of Human Resource Development Contest</li> </ul>
<b>August</b>	<ul style="list-style-type: none"> <li>• Poster Designing Competition for Independence Day 2019</li> <li>• Design a Logo Contest for India Union Observatory (Department of Housing &amp; Urban Affairs )</li> <li>• Dr. APJ Abdul Kalam IGNITE Awards 2019</li> <li>• Courses Institutes &amp; Career Options in Sciences</li> <li>• Courses Institutes &amp; Career Options in Commerce</li> <li>• Courses Institutes &amp; Career Options in Humanities</li> <li>• Indian Council for World Affairs (ICWA Essay Competition ) 2019</li> <li>• NDA (II) Entrance Examination 2019</li> </ul>
<b>September</b>	<ul style="list-style-type: none"> <li>• JEE Mains 2020</li> <li>• Water Heroes Share Your Stories Contest</li> <li>• Courses Institutes &amp; Career Options in Humanities</li> </ul>
<b>October</b>	<ul style="list-style-type: none"> <li>• NID DAT 2020</li> <li>• UCEED 2020</li> <li>• Typography Day 2020 Poster Design Competition</li> </ul>
<b>November</b>	<ul style="list-style-type: none"> <li>• NID Design Aptitude Test</li> <li>• UCEED 2020</li> <li>• All India Entrance Exam in Agriculture &amp; Allied Sciences</li> <li>• National Institute of Fashion Technology Entrance Test 2020</li> <li>• NEET 2020</li> </ul>
<b>December</b>	<ul style="list-style-type: none"> <li>• National Council for Hotel Management Joint Entrance Examination 2020</li> <li>• ICAI Commerce Wizard 2020\</li> <li>• Constitution Day Essay Contest</li> <li>• Common Law Admission Test 2020</li> <li>• National Entrance Screening Test 2020</li> <li>• Tata Institute of Social Sciences Bachelor Entrance Test 2020</li> </ul>
<b>January</b>	<ul style="list-style-type: none"> <li>• NDA Entrance Examinations (NDA I &amp; II 2020)</li> <li>• NEST 2020</li> </ul>
<b>February</b>	Annual examination was conducted



#### IV. Health Counselling for Students & Staff

During the academic year 2019-20, health education sessions were conducted by the school doctor, counsellor for Pre –Primary, Primary & Middle school students in order to address a broad Spectrum of health related issues including hygiene education, exercise, nutritional guidance, lifestyle advice etc. In this manner, our students were encouraged to adopt healthy habits and good health practices which would be helpful throughout their life.



Table 5: presented below provides comprehensive report of the health education sessions conducted for students by the school doctor/ counsellor during the Academic Session 2019-20

HEALTH EDUCATION SESSIONS FOR STUDENTS						
Wing	Sl. No.	Date	Target Group	Topic	Conducted by	No.of attendees
Pre Primary	01.	23.07.19 24.07.19	Nursery -I	Oral Health Care	School Doctor Counsellor	1000
	02.	04.11.2019- 13.11.2019	Classes Nursery-I	Maintaining physical fitness	School Doctor	988
Primary	01.	04.04.19	Classes II & III	First Aid & Personal Hygiene	School Doctor	832
	02.	06.09.2019	Classes II & III	Oral Hygiene	School Doctor	850
	03.	19.10.2019	Classes IV & V	Health & Fitness	Counsellor	840
Middle	01.	29.07.19	Classes VI- VIII	Personal Hygiene	School Doctor	1220
Senior	02.	22.07.19	Classes IX & X	Personal Hygiene	Counsellor	776



## V. School based other counselling programs

During this academic session, school also invited external resource people who are well recognized due to their excellence in different disciplines to conduct special guidance programmes for students. Such sessions were conducted particularly for the students in senior wing in order to motivate them towards personal, academic, career & health development.



**Table 6: represents the list of the special guidance programmes conducted by external resource persons during the academic session 2019-20.**

GUIDANCE PROGRAMMES BY EXTERBNAL RESOURCE PERSONS					
Sl. No	Date	Target Group	Topic	Conducted by	No.of attendees
01.	08.04.19	Classes IV & V	Healthy Diet	External Resource Person	875
02.	08.04.19	Classes VI-VIII	Healthy Life Style	External Resource person	1224
03.	29.11.2019	Class VIII	Career Planning Career Cluster Assessment	External Resource Person	391
04.	08.04.19	Class XI & X	Career in Bio Sciences	External Resource person	933
05.	30.09.2019	XI & XI Bio Sections	Mobile Phone Addiction Heart Health Cardio Vascular System	External Doctor	165

## **VI. Individualized Health Counselling**

During academic year 2019-20, students and teachers visited the infirmary with recurrent health complaints such as fever, head-ache, stomach pain, swelling, minor and major accidental injuries, dizziness and fainting etc. Health counselling sessions were conducted by our school doctor and nurses on a one to one basis to inform them about healthy life practices as per their condition. As and when required, such students/staff were referred to the medical experts for diagnosis & treatment. Records of one to one health counselling sessions are available with the infirmary. Detailed report in this regard has been maintained by the school health department.

## **VII. Support & guidance to children with special need**

Our school management strongly embraces the idea that diversity is the reality & therefore each child is a unique learner. The entire team of administrative, teaching & non teaching staff at O.P Jindal School whole heartedly support Children with Special Needs (CWSN) .The following initiatives have been taken up to support their overall development.

- Identification of specific challenges /problems of every special child by the school doctor & counsellor
- Parental counselling to seek detailed information & referral for medical /psychometric assessment (when required)
- Planning for intervention along with the Coordinator & Special Educator according to the nature of problem identified.
- Need specific special guidance classes & support teaching done by Special Educator
- Skill development training
- Relaxations & support provided for CWSN in the assessment system
- Training programme for teachers to help them in guiding & supporting CWSN
- Ensuring the accessibility of school building & other resources to special students.

The detailed record of the specialized guidance classes to implement the Individualized Educational Programmes according the requirement of Children With Special Needs have been maintained by the Special Educator.





Table 7 represents number of differently abled students during the Academic Session 2019-20

DIFFERENTLY ABLED STUDENTS					
Number of Differently Abled Students	Pre-Primary Wing	Primary Wing	Middle Wing	Senior Wing	TOTAL
	03	39	07	02	51

## CONCLUSION

In a nutshell, the Comprehensive Counselling & Guidance Programme aims to touch every possible aspect which can stimulate the teaching-learning process as well as foster a healthy learning environment .

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