

## Annual Report on Comprehensive Counselling Programme (Online Academic Session 2021-22)

**Mental health & well-being** is an essential aspect of school education wherein the young minds are trained to develop their skills & potentials. Educationists recognize the fact that students' mental health can influence their learning as well as achievements. Considering these aspects, our school curriculum incorporates a **carefully planned Comprehensive Counselling Programme** that **aims to flourish the educational journey**, promote **holistic development**, develop **resilience against adversity** as well as resolve their concerns before those can snow-ball into serious psychological problems.

### ONE TO ONE COUNSELLING

#### IA. Students and Parents

During this academic session **counselling** services have been **provided online** (through **phone & video calling**) to students as well as parents on a one to one basis in order to address their challenges (behavioural/academic/emotional etc.) in adapting to the pandemic linked situations. Adequate number of **follow-up** sessions was conducted online depending upon the **nature of problem**. The **record** of those sessions were **maintained** in soft /hard copy.

Date of Counselling	Details of the Student	Time of Counselling	Details of the session
10-03-2022	Mohi Chandhokar Class - X	11:00 AM to 11:45 AM	<p><b>Parenting Complaints</b></p> <ul style="list-style-type: none"> <li>Referred by the class teacher</li> <li>The observed the student to be irregular in studies - five in days</li> <li>During model Exam, she did not write a single word on the paper, not even the question passages</li> <li>While talking to her, the class teacher could not get any response</li> <li>Parent reported that she had not been studying since few days. Therefore she blamed the teacher</li> <li>Parent also stated that the child was studying but not studied well and got stressed about writing examination</li> </ul> <p><b>Initiation Taken by Counsellor</b></p> <ul style="list-style-type: none"> <li>Communicating to CT for collecting detailed information</li> <li>Communicating to parent to enquire about their understanding regarding the child's problem</li> <li>Reassuring the child to discuss her behaviour and study problems</li> <li>Encouraging the child to overcome exam related anxiety and performance related apprehensions</li> <li>Guiding parent to discuss the child's behavior at home and address the concerned problems</li> <li>Sharing feedback with class teacher</li> <li>Guiding parent to be helpful about her behaviour and professional help as and when necessary</li> </ul>
11-03-2022	Follow up session with parent First session with the student		

Date of Counselling	Details of the student	Time of counselling	Details of the session
23-07-21	Ashika Singhania	12:30 PM	<p><b>VJ</b></p> <ul style="list-style-type: none"> <li>Ashika's parents complained that he disturbed the teacher by continuously joining the online classes. And in the session she had almost discontinued her online classes</li> <li>His academic level is below the level of his grade and due to this gap, he fails to follow what is being taught in the class</li> <li>They also reported that his speech and communication has improved over the years but behaviour problems have crept up at the same time level</li> <li>Parents were guided to attend the class themselves preferably through a desktop laptop to minimise the scope of his behaviour that can disturb the class</li> <li>Support classes were organised by the Special Education Educator to fill up the missing learning gap, communication skill building building</li> <li>Parents were encouraged to take him for attention and required therapies</li> </ul> <p>Parent Name: Manish Kumar Signature: [Signature] Counsellor: Sujata Banerjee Signature: [Signature] Special Educator: Anshu Signature: [Signature]</p>

**SAMPLE : Record of one to one sessions .**

**Table 1: Represents the major categories of problems observed in the cases referred for counselling during the online academic session 2020-21**

Nature of problems observed as per the cases referred to the counsellor			
Sl.No	Senior Wing	Middle Wing	Primary & Pre-primary Wing
01.	Feelings of uncertainty, anxiety & depression related to lockdown & pandemic	Lack of academic interest & attention	Improper routine connected to lockdown
02.	Conflict with parents & behaviour problems at home	Addiction to online games	Excessive screen-time (television & mobile phone)
03.	Internet Addiction	Emotional problems typically associated with adolescence.	Emotional & behaviour problems due to pandemic situation.
04.	Low academic motivation	Challenges encountered by differently abled in adjusting to this new mode of teaching-learning	Lack of study habits & declined interest in academics
05.	Inability to utilize time properly		
06.	Adjustment to online mode of schooling		

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

During this academic session, **few teachers** approached the counsellor (over **phone** /through **email**) **seeking assistance** for effectively managing their **professional/personal challenges** & thereby **improving their performance** at work. Counselling services were also rendered to such professionals as and when required.

**Table 2: represents total number of students/teachers/parents who had consulted the counsellor to seek assistance in guiding their students during the online academic session 2021-22.**

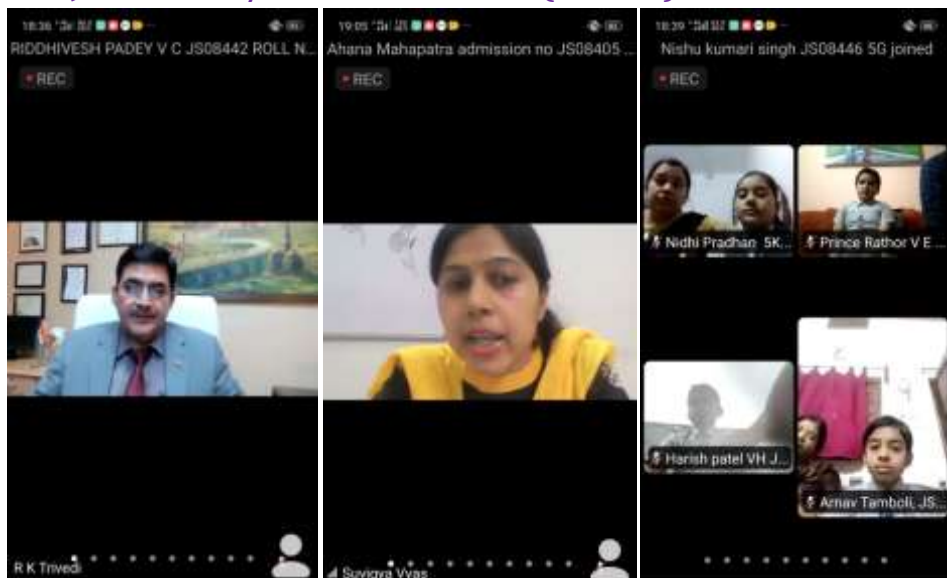
No. of teachers	Preprimary Wing	Primary Wing	Middle Wing	Senior Wing	Month
	-	-	-		March
	-	02	07	07	April
	-	-	01	06	May
	-	-	-	02	June
	01	10	14	01	July
	02	02	06	02	August
	02	03	02	04	September
	03	01		04	October
	03	-	-	04	November
	04	01	-	04	December
	04	-	01	05	January
	02	-	-	05	February

## II. GUIDANCE PROGRAMMES

### II. A Session for students

During the academic session 2021-22, looking into the student strength, **guidance programmes** were conducted through **videos and professional version of online educational platform (Zoom)** to facilitate academic development, improve their emotional /social well-being during this challenging period. In addition to that, special **online counselling sessions** were also conducted by our **Principal sir** focusing upon the code of conduct during online classes, proper utilization of time, study habits & preparation for examinations.

#### "OPJS Students/ Parents Connect (Class 5)"



#### A Session with Principal Sir (Class – V)

Dear Parents/Students,

As a part of "**OPJS Students/ Parents Connect-Programme**", an important session on various academic and related aspects is going to be held by our Principal Sir as per the following details.

**Date - 23/06/2021 (Wednesday)**  
**Times - 06:30 PM**  
**Meeting ID: 823 6040 6408**  
**Pass code: OPJS1234**

[CLICK HERE TO JOIN](#)

Parents are requested to take time out and attend the session with their wards.

Regards!  
OPJS-R

*Note: students must join the session with their name/ class/ section.*

#### Counselling Session by Principal Sir for class XI on 10.06.2021

#### INTERACTIVE SESSION (Class – XI, 2021-22 Batch)

Dear Students,

Keeping in view the present scenario an **important interactive session with Principal Sir** has been scheduled as per the given details:

**Date - 10/06/2021**      **Time - 12:30 PM**

**Meeting ID: 886 4466 408**  
**Pass code: OPJS1234**

[CLICK HERE TO JOIN](#)

*We advise all the students to attend this session.*

Regards!  
OPJS-R





## Counselling Session by Principal Sir for class X on 14.06.2021

**A Session with Principal Sir**  
**(Class – X)**

Dear Students/Parents,

An important session on "Career Options & Future Plans" for the students has been scheduled as per the following details:

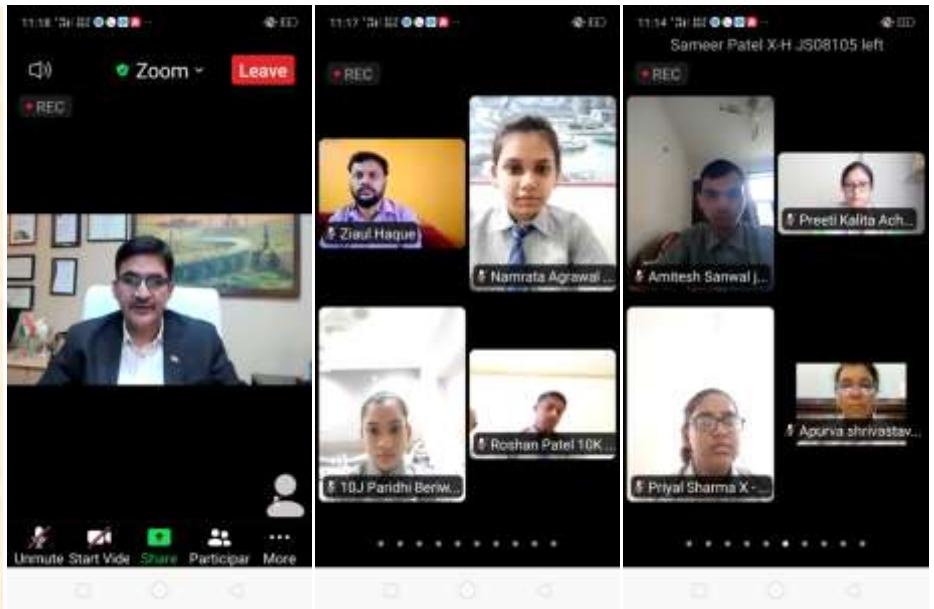
**Date - 14/06/2021 (Monday)**  
**Times - 11:00 AM**  
**Meeting ID: 868 5594 6016**  
**Pass code: OPJS1234**

[CLICK HERE TO JOIN](#)

Interested Parents may also join the session.

Regards!  
OPJS-R

Note: students must join the session with their name/class/section.



## Counselling Session by Principal Sir for class XII on 10.06.2021

**INTERACTIVE SESSION**  
**(Class – XII, 2020-21 Batch)**

Dear Students,

Keeping in view the present scenario an important interactive session with Principal Sir has been scheduled as per the given details:

**Date - 10/06/2021**      **Time - 11:00 AM**  
**Meeting ID: 814 0301 5872**  
**Pass code: OPJS1234**

[CLICK HERE TO JOIN](#)

We advise all the students to attend this session.

Regards!  
OPJS-R



## Principal Sir's session for class IX (14.06.2021)

**A Session with Principal Sir**  
**(Class – IX)**

Dear Students/Parents,

An important session on "Career Options & Future Plans" for the students has been scheduled as per the following details:

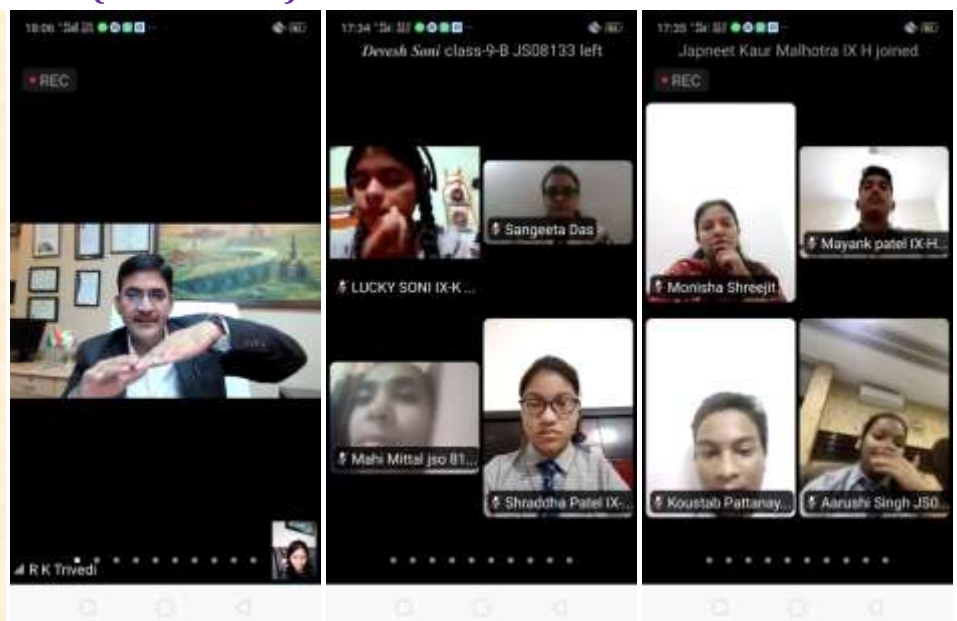
**Date - 14/06/2021 (Monday)**  
**Times - 05:30 PM**  
**Meeting ID: 835 0911 5202**  
**Pass code: OPJS1234**

[CLICK HERE TO JOIN](#)

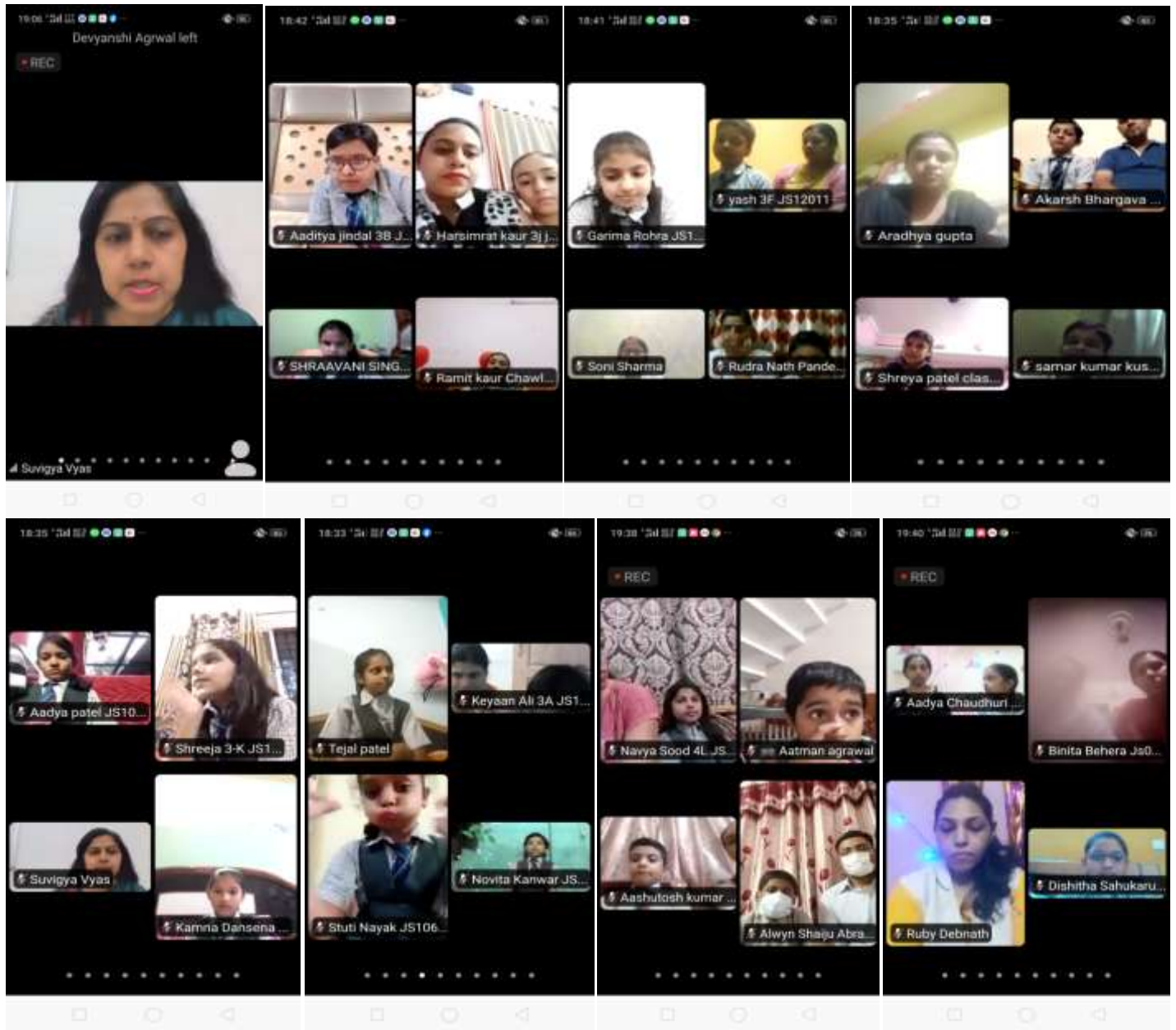
We solicit the gracious online presence of the students and parents on this occasion.

Regards!  
OPJS-R

Note: students must join the session (along with parents) with their name/class/section.



## Session for class III by Principal sir 24.06.21



## Session for Class IV by Principal Sir on 23.06.21







## Session for Class V by Principal Sir on 23.06.21

### A Session with Principal Sir (Class – V)

Dear Parents/Students,

As a part of **"OPJS Students/ Parents Connect-Programme"**, an important session on various academic and related aspects is going to be held by our Principal Sir as per the following details.

**Date - 23/06/2021 (Wednesday)**

**Times - 06:30 PM**

**Meeting ID: 823 6040 6408**

**Pass code: OPJS1234**

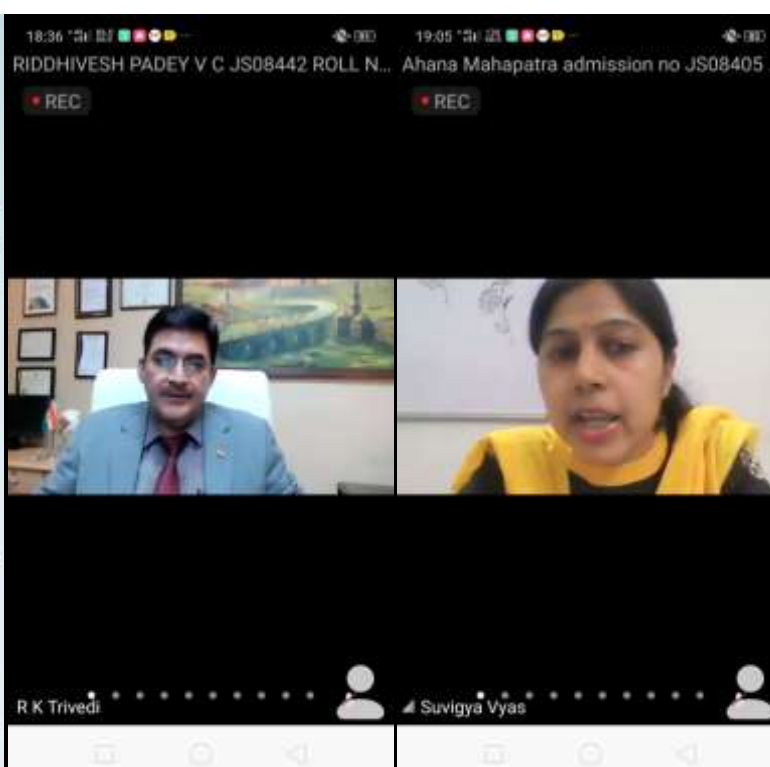
[CLICK HERE  
TO JOIN](#)

Parents are requested to take time out and attend the session with their wards.

Regards!

OPJS-R

**Note:** students must join the session with their name/ class/ section.



## Session for class VI by Principal Sir 22.06.21

### A Session with Principal Sir (Class – VI)

Dear Parents/Students,

As a part of "OPJS Students/ Parents Connect-Program" an important session on various academic and related aspects is going to be held by our Principal Sir as per the following details.

**Date - 22/06/2021 (Tuesday)**

**Times - 06:30 PM**

**Meeting ID: 828 2212 0907**

**Pass code: OPJS1234**

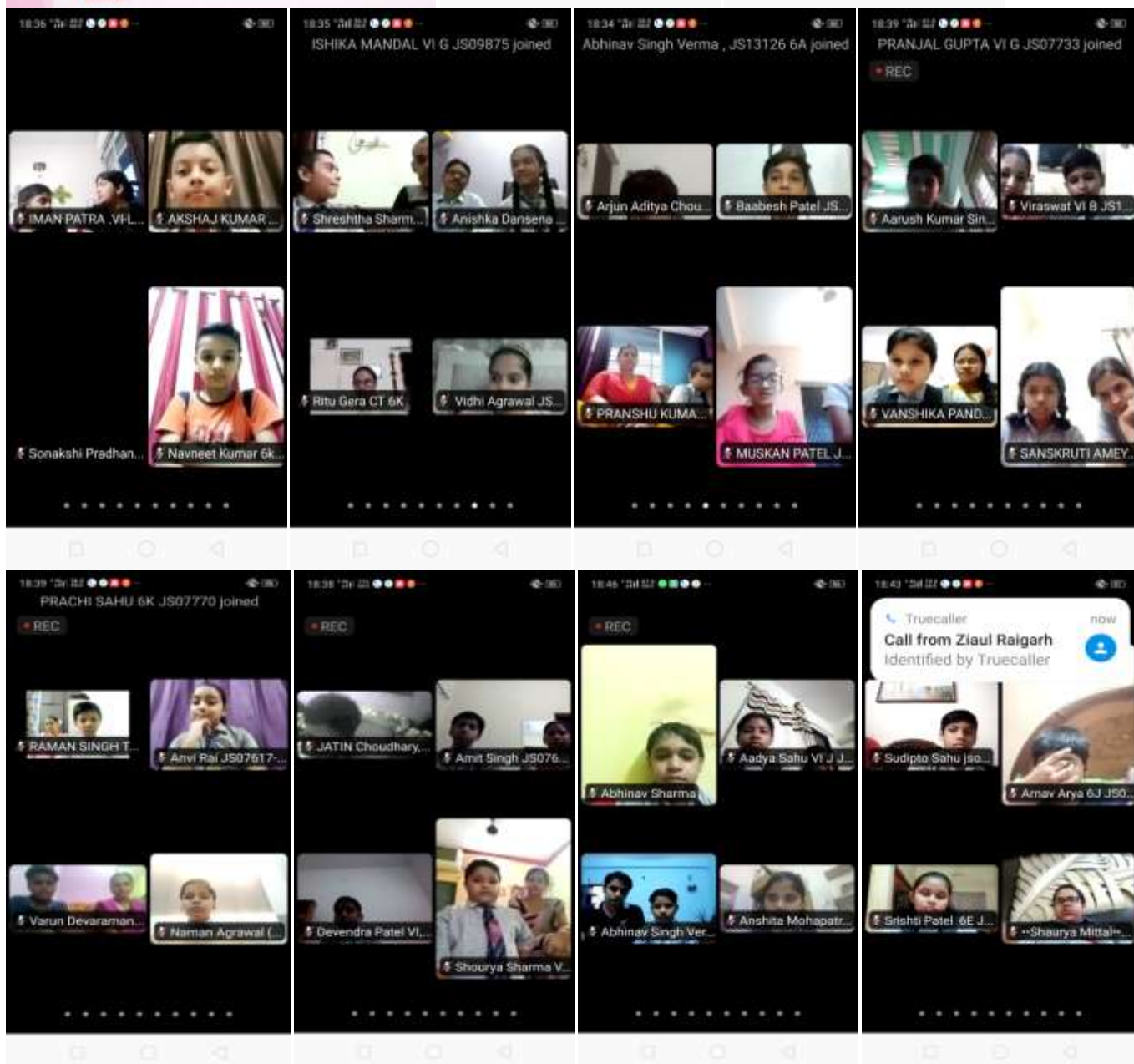
[CLICK HERE TO JOIN](#)

Parents are requested to take time out and kindly attend the session with their wards.

Regards!

OPJS-R

**Note:** students must join the session with their name/ class/ section.





## Session for class VII by Principal Sir 21.06.21

**A Session with Principal Sir**  
**(Class – VII)**

Dear Parents/Students,

As a part of **"OPJS Students/ Parents Connect-Programme"**, an important session on various academic and related aspects is going to be held by our Principal Sir as per the following details.

**Date - 21/06/2021 (Monday)**  
**Times - 06:30 PM**  
**Meeting ID: 898 4528 8334**  
**Pass code: OPJS1234**

[CLICK HERE TO JOIN](#)

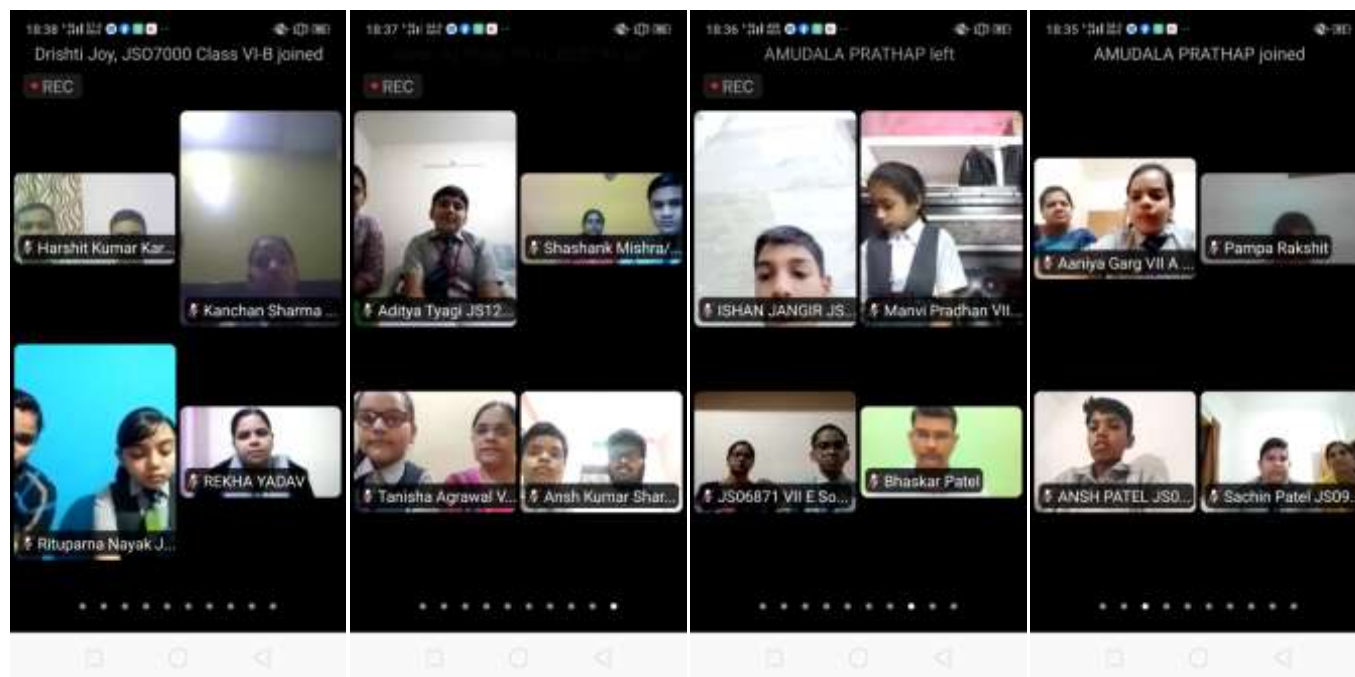
Parents are requested to take time out and kindly attend the session with their wards.

Regards!  
OPJS-R

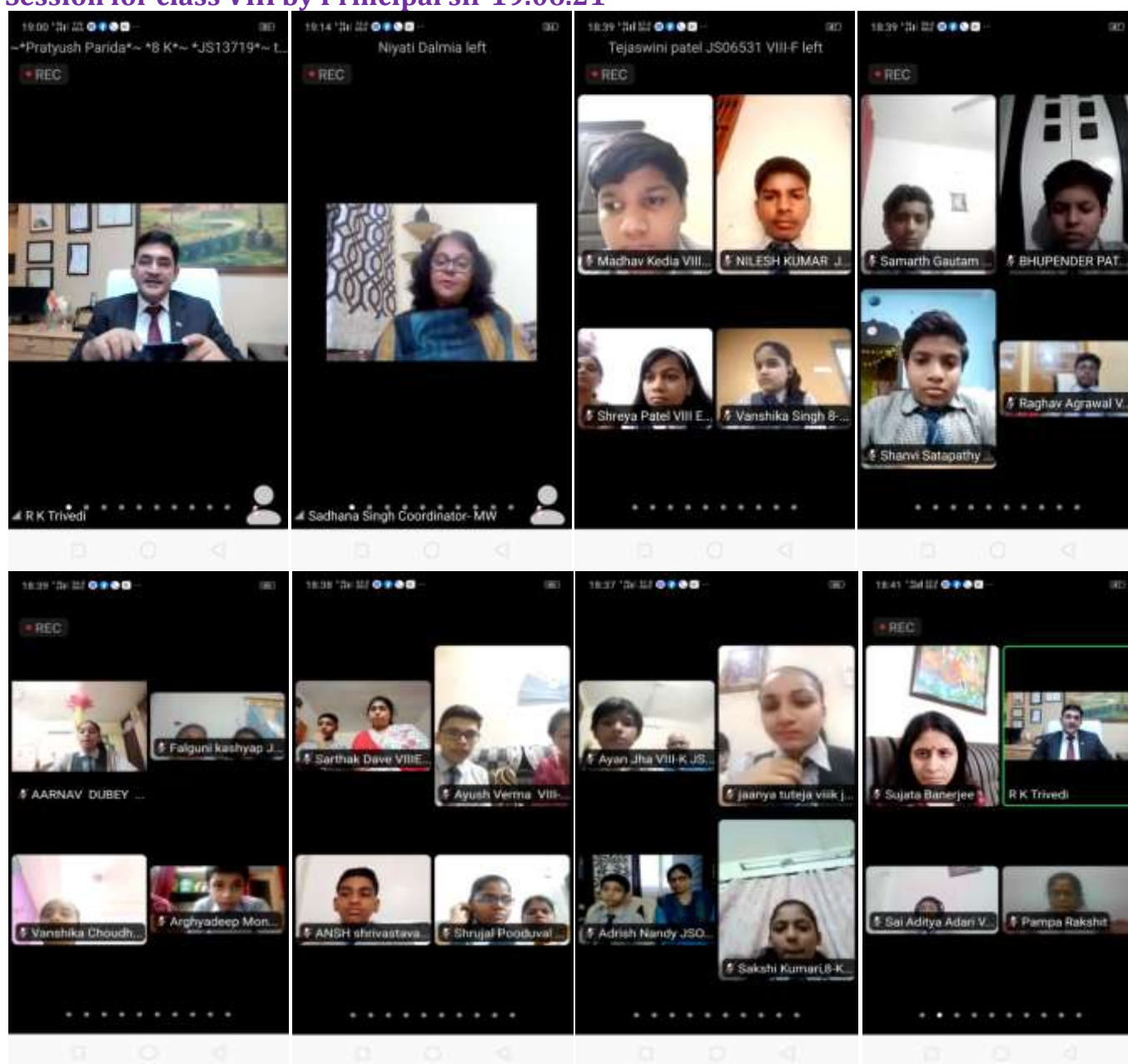
*Note: students must join the session with their name/ class/ section.*







### Session for class VIII by Principal sir 19.06.21



The table 3 (A B C & D) presented below provides comprehensive report of the guidance sessions conducted during the online academic session 2021-22).

### 3 A Pre Primary Wing

Serial Number	Date	Classes	Conducted by	Topic of session /counselling video/ activity	No. of participants
01	24.04.2021	I	Counsellor School Doctor	<ul style="list-style-type: none"> <li>Hygiene Management</li> <li>COVID Guidelines</li> </ul>	Nearly 350
02	05.04.21	Nursery – I	Class Teachers under the guidance of Sr. Mistress PPW and School Doctor	<ul style="list-style-type: none"> <li>Oral Health Education</li> </ul>	Nearly 600
03	12.04.21	Nursery – I	Class Teachers under the guidance of Sr. Mistress PPW and Counsellor	<ul style="list-style-type: none"> <li>Good Behaviour</li> </ul>	Nearly 550
04	23.06.2021	Nursery- I	Class Teachers under the guidance of Sr. Mistress (PPW) and Counsellor	<ul style="list-style-type: none"> <li>Fire Safety Education</li> </ul>	Approx. 585
05	25.06.2021	Nursery- I	Principal Sir	<ul style="list-style-type: none"> <li>Activity based learning initiatives</li> </ul>	Approx. 600
06	15.12.21	Nursery- I	Mother Teachers PPW under the guidance of Counsellor	<ul style="list-style-type: none"> <li>Guidelines for conducting session on Personal Body safety for students</li> </ul>	Approx. 600

### 3 B Primary Wing

Serial Number	Date	Classes	Conducted by	Topic of session /counselling video/ activity	No. of participants
01	24.04.2021	II-V	Counsellor School Doctor	<ul style="list-style-type: none"> <li>Hygiene Management</li> <li>COVID Guidelines</li> </ul>	Nearly 1200
02	26.04.2021	II-V	Counsellor	Post Counselling Activity ( Hygiene Checklist)	Nearly .1200
03	22.05.2021	IV & V	Department of Mental Health & Behavioural Sciences Fortis Healthcare	Caring for Environment	Nearly 500
04	23.06.2021	IV & V	Principal Sir	<ul style="list-style-type: none"> <li>Life Skill Development</li> <li>Assessment Structure</li> <li>Programmes initiated by school to support skill development</li> </ul>	684
05	24.06.2021	II & III	Principal Sir	<ul style="list-style-type: none"> <li>Life Skill Development</li> <li>Programmes initiated by school to support all-round development</li> </ul>	664
06	22.07.2021	IV -V	Counsellor	<ul style="list-style-type: none"> <li>Power of Perseverance</li> <li>Importance of practice in achieving perfection</li> </ul>	Nearly 400



07	24.07.2021	IV -V	Counsellor	Post Counselling Activity (Perseverance Checklist )	250
08	02.08.2021	V female students	Counsellor School Doctor	Interactive Session: Health Education & Personal Grooming	241
09	09.08.2021	Class V female students	Counsellor School Doctor	Interactive Session: Puberty & Menstrual Hygiene Management	135
10	24.08.2021	II	Counsellor	Guidelines for safety	268
11	24.08.2021	III	Counsellor School Doctor	Guidelines for safety at home COVID related guidelines	200
12	25.08.2021	IV	Counsellor School Doctor	Guidelines for exam preparation Skill Building Healthy Lifestyle to boost up performance	196
13	25.08.2021	V	Counsellor School Doctor	Guidelines for exam preparation Skill Building Healthy Lifestyle to boost up performance	316
14	04.09.21	IV & V	Class teachers under the guidance of counsellor	Guidelines for exam preparation	Nearly 800
15	29.11.21	II-V	EVS Teachers PW under the guidance of Counsellor	Guidelines for conducting session on Personal Body safety for students	Nearly 1200 students

### 3 C Middle Wing

Serial Number	Date	Classes	Conducted by	Topic of session /counselling video/ activity	No. of participants
01	24.04.2021	VI-VIII	Counsellor School Doctor	<ul style="list-style-type: none"> <li>Hygiene Management</li> <li>COVID Guidelines</li> </ul>	Nearly 1000
02	30.04.2021	VI-VIII	Counsellor	<ul style="list-style-type: none"> <li>Discovering Self ;A self awareness activity ( for Talent Hunt Project )</li> </ul>	Nearly 1000
03	26.04.2021	VI-VIII	Counsellor	Worksheet ( Hygiene Checklist ) with visual cues	Nearly 1000
04	30.04.2021	VI-VIII	Counsellor	Know Yourself Worksheet ( Self Awareness Activity	Nearly 1000
05	18.05.2021	VI-VIII	Department of Mental Health & Behavioural Sciences Fortis Healthcare	Gender Sensitization	Nearly 1000
06	23.05.2021	VI-VIII	Department of Mental Health & Behavioural Sciences Fortis Healthcare	Bully to Buddy :Say No to Cyber Bullying	Nearly 1000
07	19.06.2021	VIII	Principal Sir	<ul style="list-style-type: none"> <li>Academic base</li> </ul>	300

				development <ul style="list-style-type: none"> <li>• Identification &amp; development of creative abilities</li> <li>• Assessment Structure &amp; Marks Allocation</li> </ul>	
08	21.06.2021	VII	Principal Sir	<ul style="list-style-type: none"> <li>• Academic base development</li> <li>• Identification &amp; development of creative abilities</li> <li>• Assessment Structure &amp; Marks Allocation</li> </ul>	370
09	22.06.2021	VI	Principal Sir	<ul style="list-style-type: none"> <li>• Academic base development</li> <li>• Identification &amp; development of creative abilities</li> <li>• Assessment Structure &amp; Marks Allocation</li> </ul>	400
10	22.07.2021	VI -VIII	Counsellor	<ul style="list-style-type: none"> <li>• Power of Perseverance</li> <li>• Importance of practice in achieving perfection</li> </ul>	Nearly 1200
11	24.07.2021	VI -VIII	Counsellor	Post Counselling Activity <ul style="list-style-type: none"> <li>• Perseverance Checklist through Google Form</li> </ul>	200
12	02.08.2021	Class VI female students	Counsellor School Doctor	Interactive Session: Health Education & Personal Grooming	240
13	09.08.2021	Class VI female students	Counsellor School Doctor	Interactive Session: Puberty & Menstrual Hygiene Management	135
14	24.08.21 (04:30 P.M)	VII	Principal sir & Counsellor	Interactive Session Bullying ; meaning , forms & strategies to overcome/ handle	178
15	24.08.21 (06:00 P.M)	VIII	Principal sir & Counsellor	Interactive Session Bullying ; meaning , forms & strategies to overcome/ handle	123

### 3 D Senior Wing

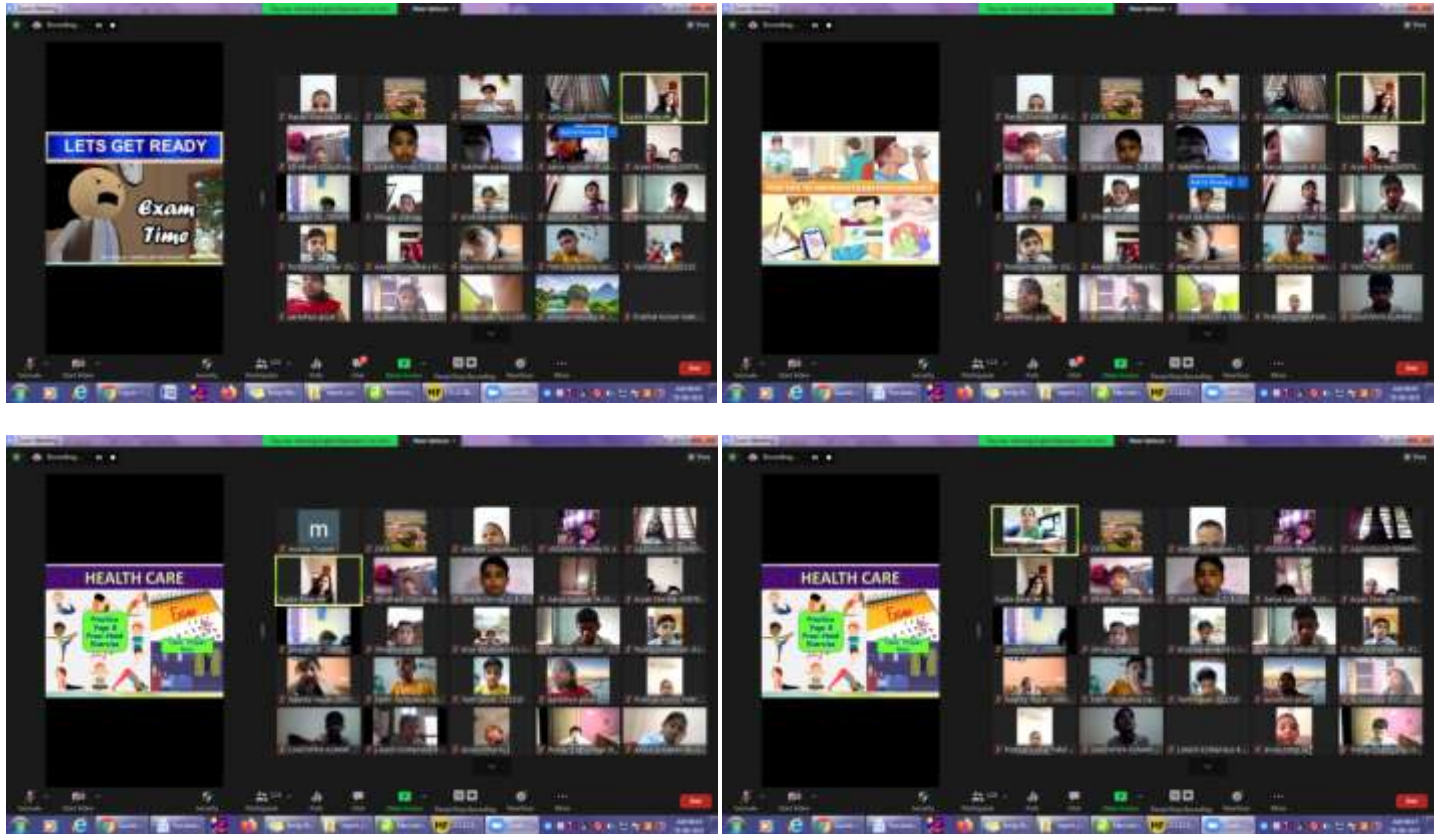
Serial Number	Date	Classes	Conducted by	Topic of session /post counselling activity	No. of participants
01	04.05.2021	IX-X	Counsellor School Doctor	<ul style="list-style-type: none"> <li>• Hygiene Management</li> <li>• COVID Guidelines</li> </ul>	Nearly 800
02	04.05.2021	IX & X	Counsellor	• Google Form ( Self Assessment of Hygiene Level	Nearly 800
03	17.05.2021	IX & X	Department of Mental Health & Behavioural	Aggression Management	Nearly 300



			Sciences Fortis Healthcare		
04	18.05.2021	IX-X	Department of Mental Health & Behavioural Sciences Fortis Healthcare	Gender Sensitization	Nearly 300
05	20.05.2021	XI & XII	Department of Mental Health & Behavioural Sciences Fortis Healthcare	Media Literacy	Nearly 200
07	21.05.2021	XI & XII	Department of Mental Health & Behavioural Sciences Fortis Healthcare	Exam & Study Skills	Nearly 200
08	23.05.2021	IX & X	Myaglakadam Academy of Guidance & Counselling.	Subject Selection career Planning	Nearly 600
09	11.06.2021	Class XII (Outgoing Batch)	Principal Sir	<ul style="list-style-type: none"> <li>• Marks allocation in class XII</li> <li>• Entrance Examinations</li> <li>• Career Prospects</li> </ul>	309
10	14.06.2021	X	Principal Sir	<ul style="list-style-type: none"> <li>• Subject Allocation class XI</li> <li>• Career Planning</li> </ul>	383
11	14.06.2021	IX	Principal Sir	<ul style="list-style-type: none"> <li>• Career Exploration/Planning</li> <li>Academic Skill Development</li> </ul>	360
12	30.09.2021	IX	Counsellor	<ul style="list-style-type: none"> <li>• Identifying our potentials</li> <li>• Self Development</li> <li>• Active participation in events &amp; activities for all-round development.</li> </ul>	Nearly 200
13	29.10.21	X	Class Teachers & Coordinator	<ul style="list-style-type: none"> <li>• Preparation for Model Examination</li> <li>• Pattern of Question Paper</li> <li>• Strategies to perform well in Board Examination</li> </ul>	Nearly 350
14	14.12.21	X	Counsellor	<ul style="list-style-type: none"> <li>• Career Planning</li> </ul>	Nearly 200

## Mass Counselling (Pictorial evidence)

### a) Counselling Session for classes IV & V August 2021



### b. Counselling session class VII Say No to Bullying 24.08.21



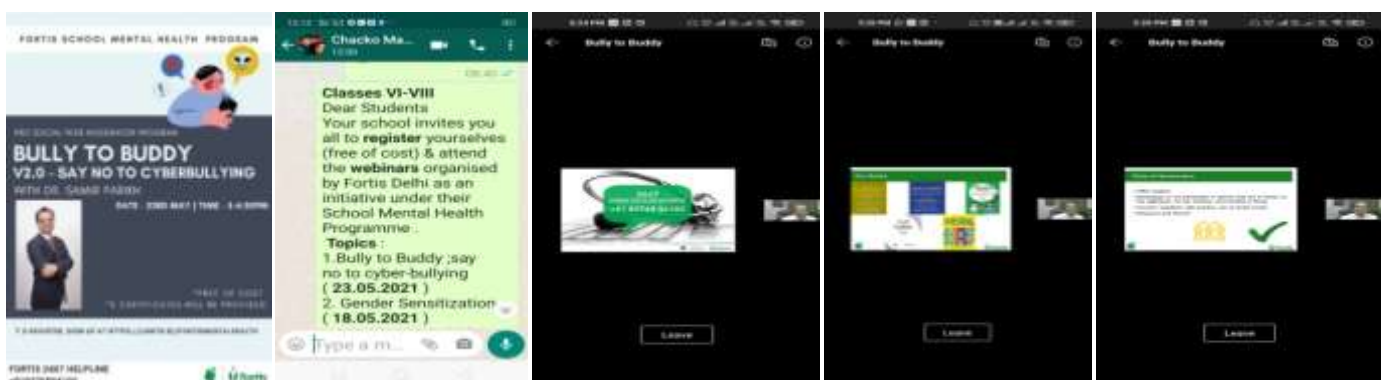
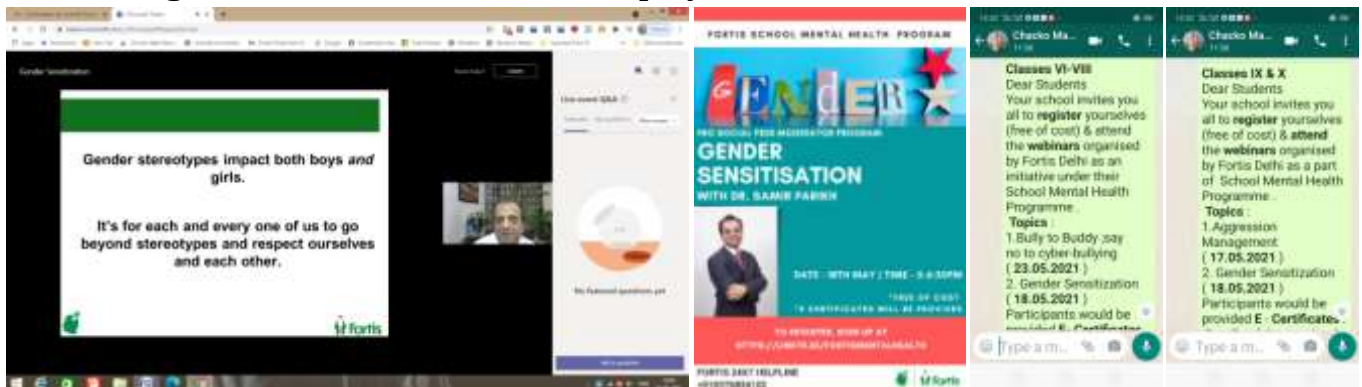
### c. Counselling Session for classes II & III August 2021





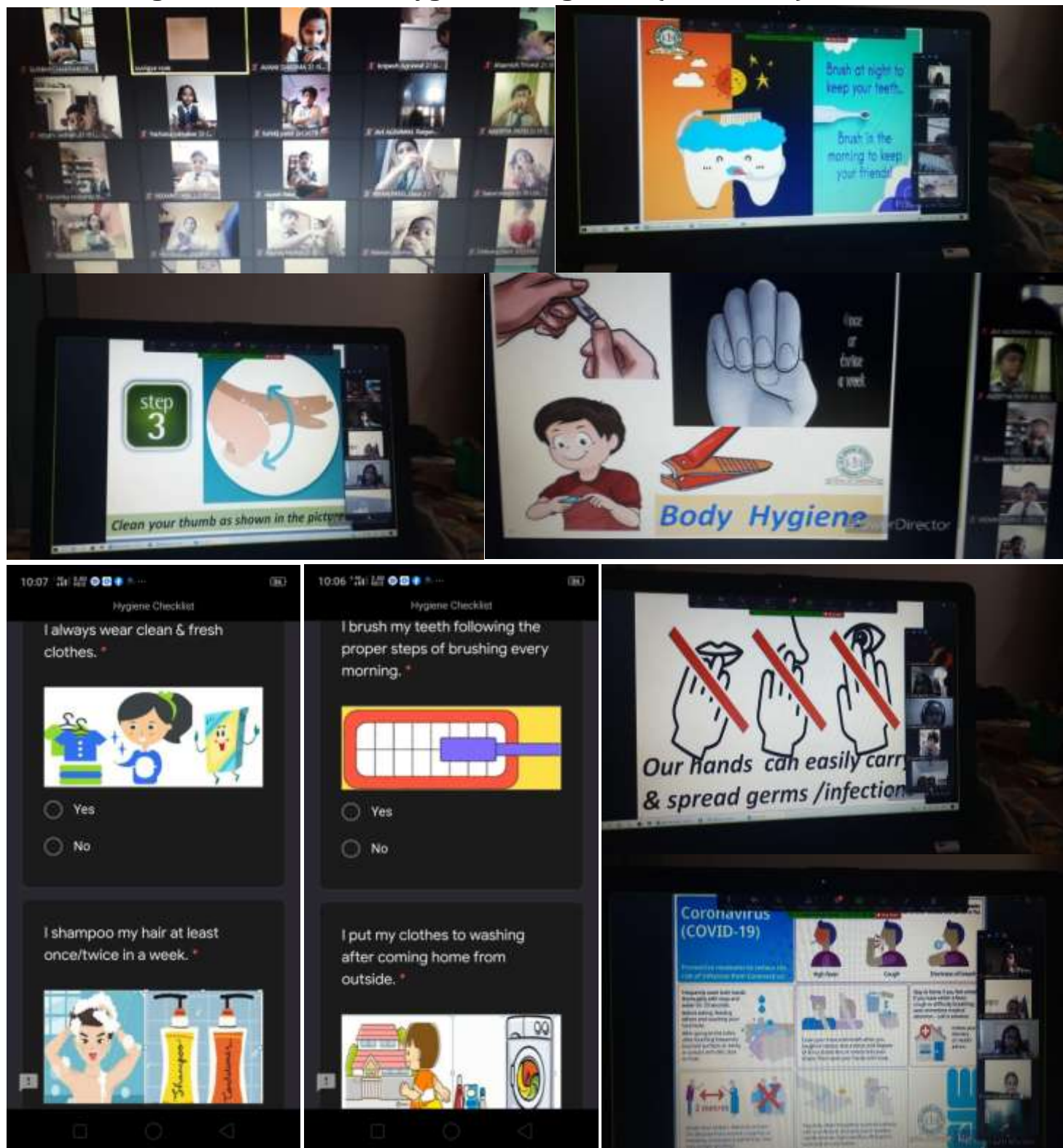


#### d. Session gender sensitization workshop by Fortis Health Care 18.05.21

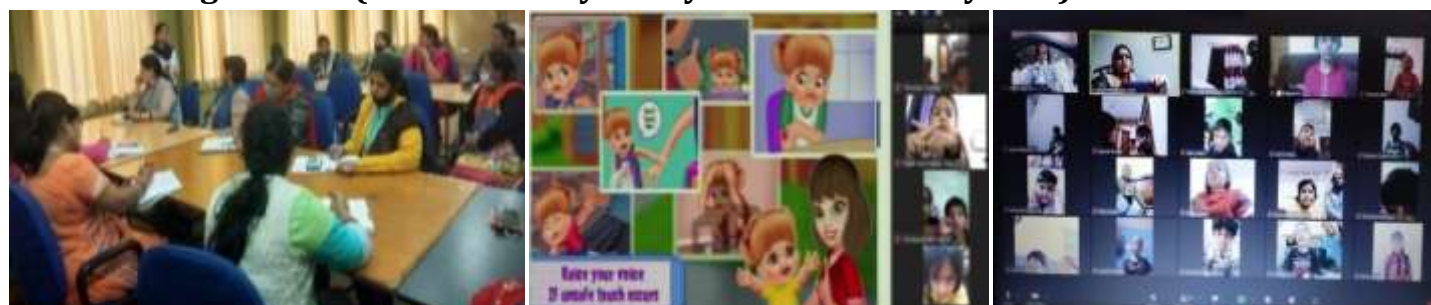




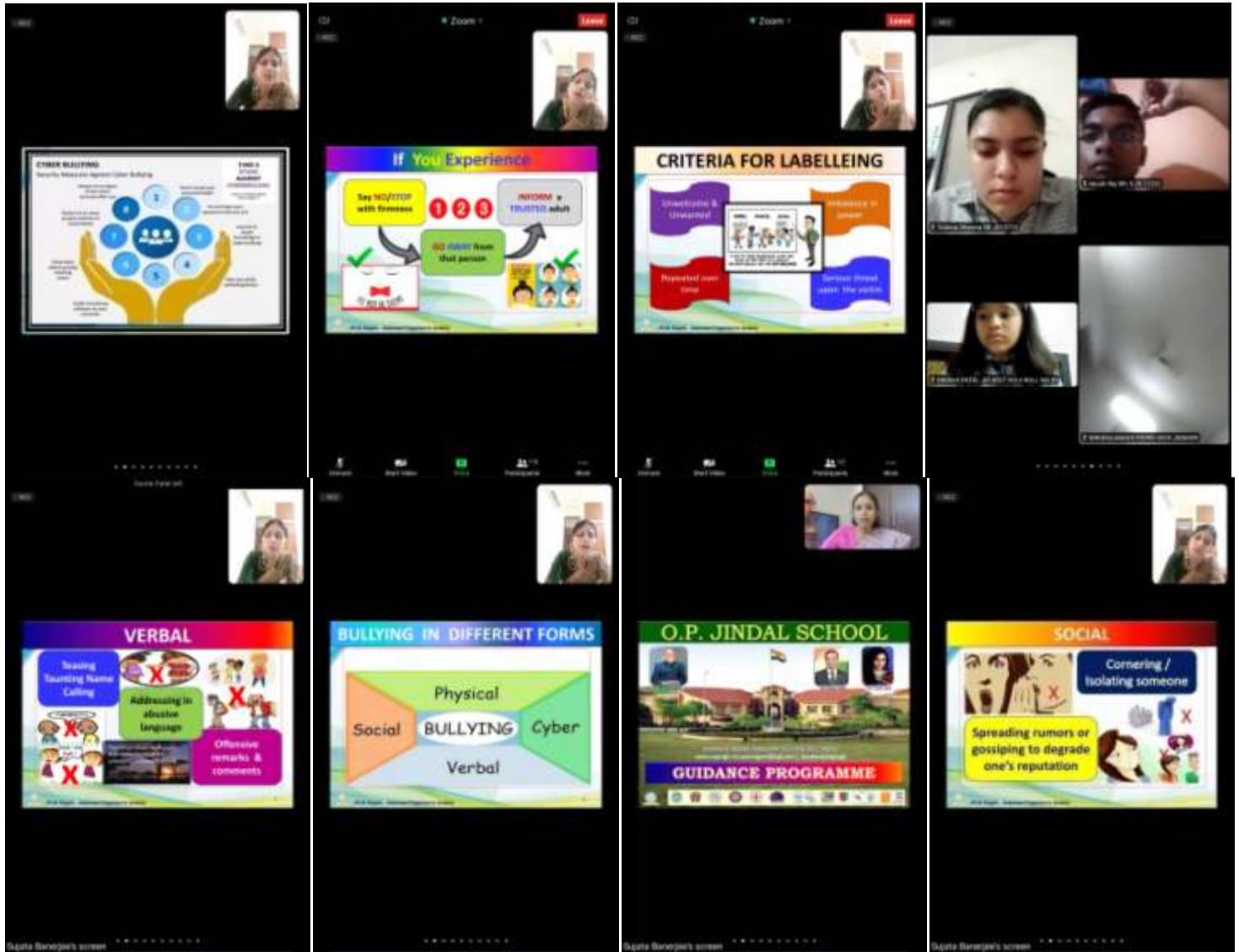
## e. Counselling Sessions - Personal Hygiene Management (Classes II-X)



## f. Counselling Session (Personal Body Safety - classes-Nursery to 1)



g. Session for class VIII Say no to bullying 25.08.21



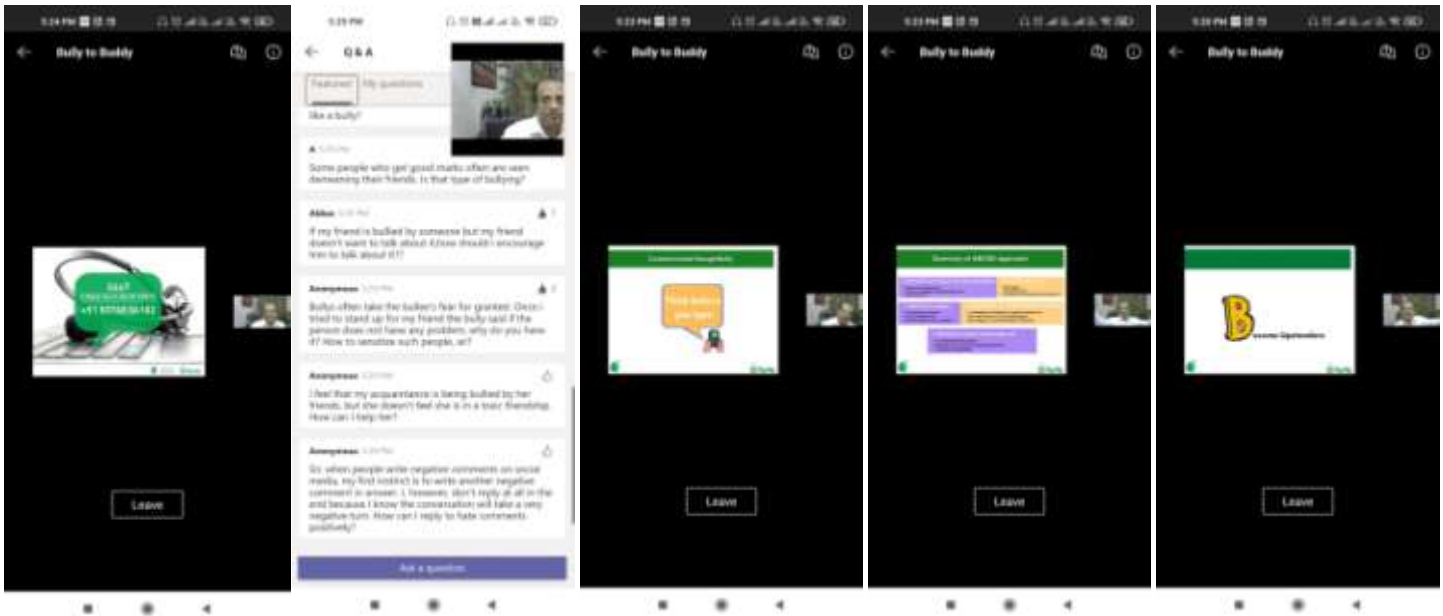
h. Photos session for Girls Second Phase 02.08.21







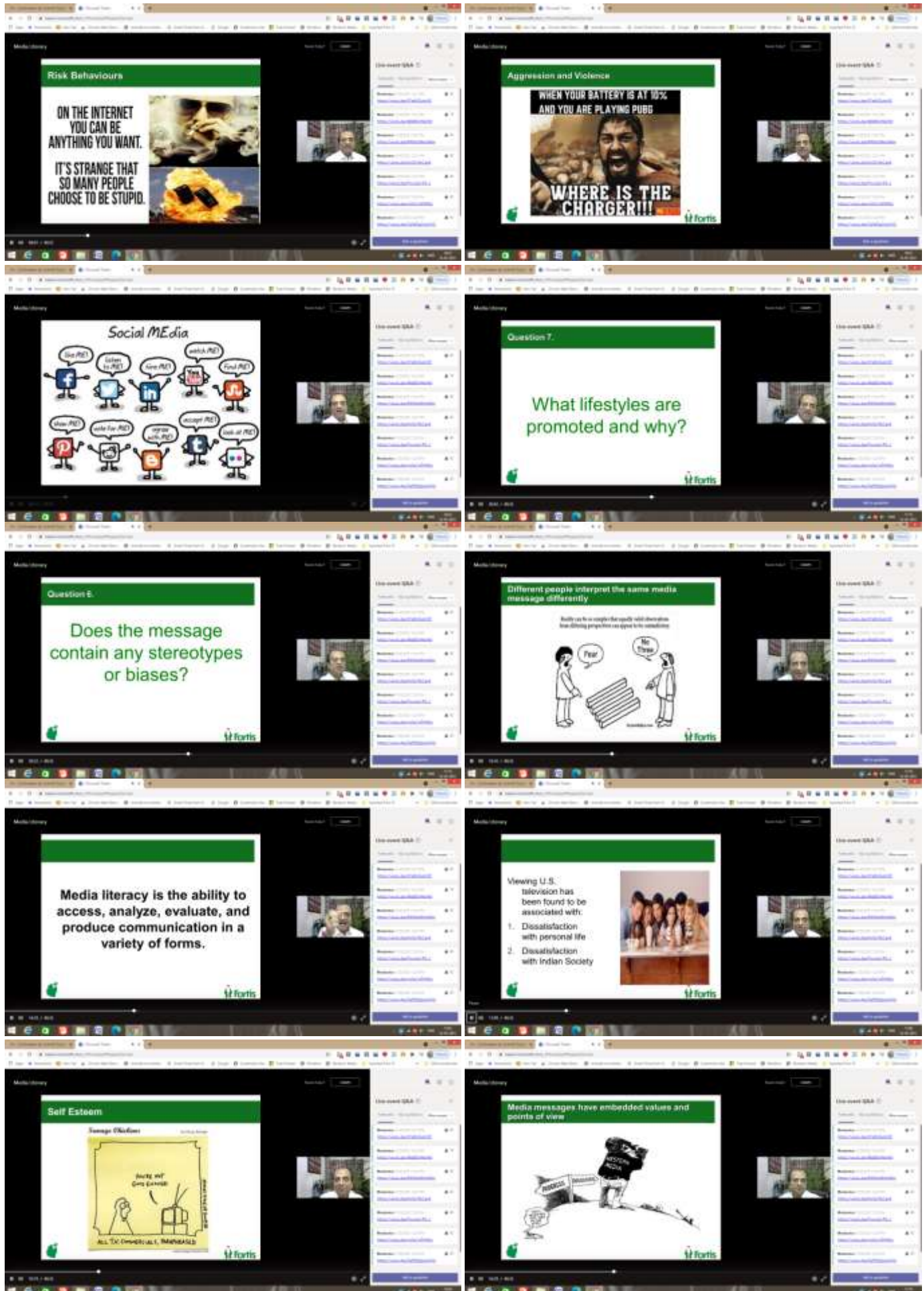
i. Session on Bully to Buddy 23.05.2021



j. Session for II & III Exam Preparation September 2021

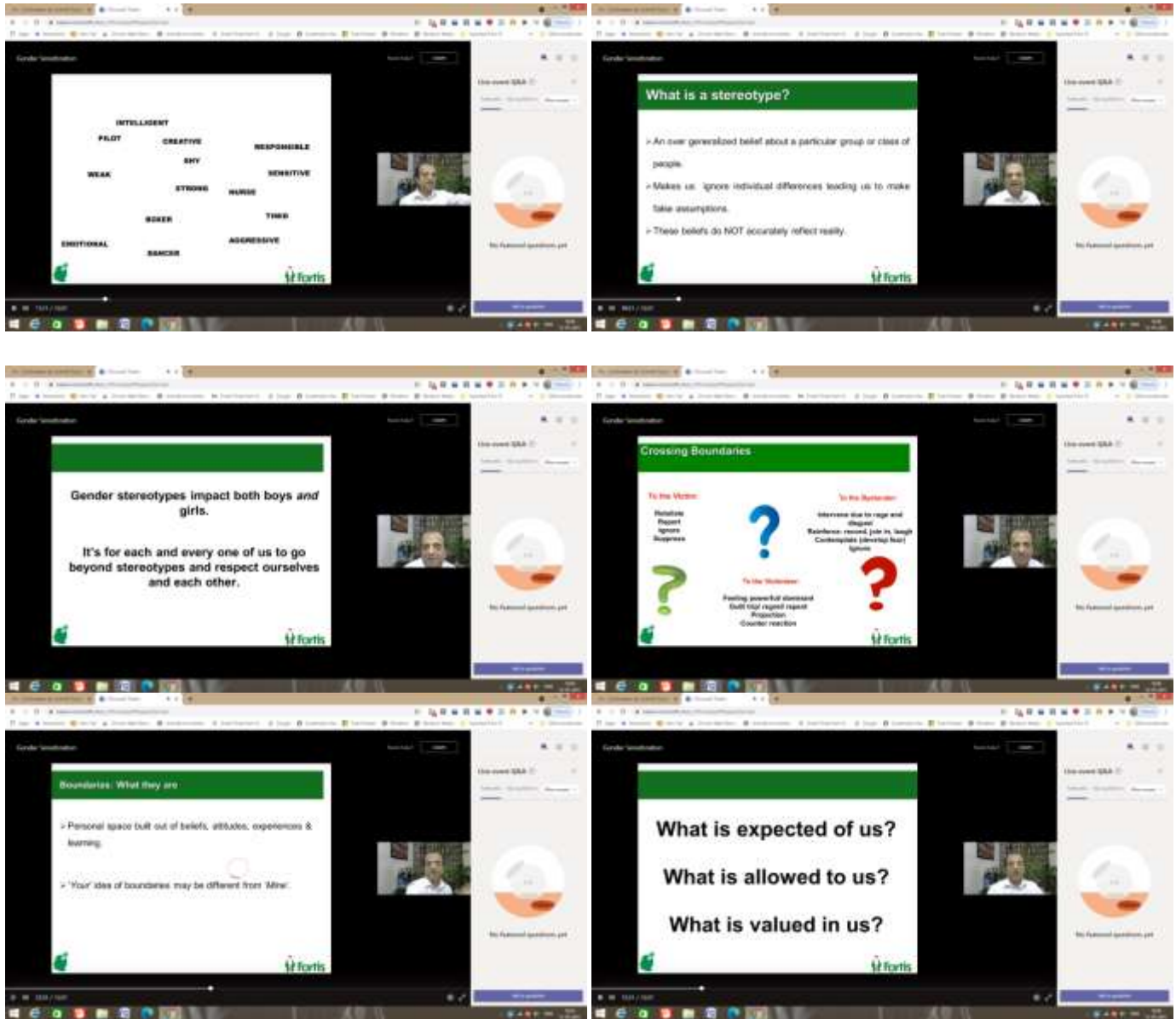


## k. Photos of the session Media Literacy 20.05.2021

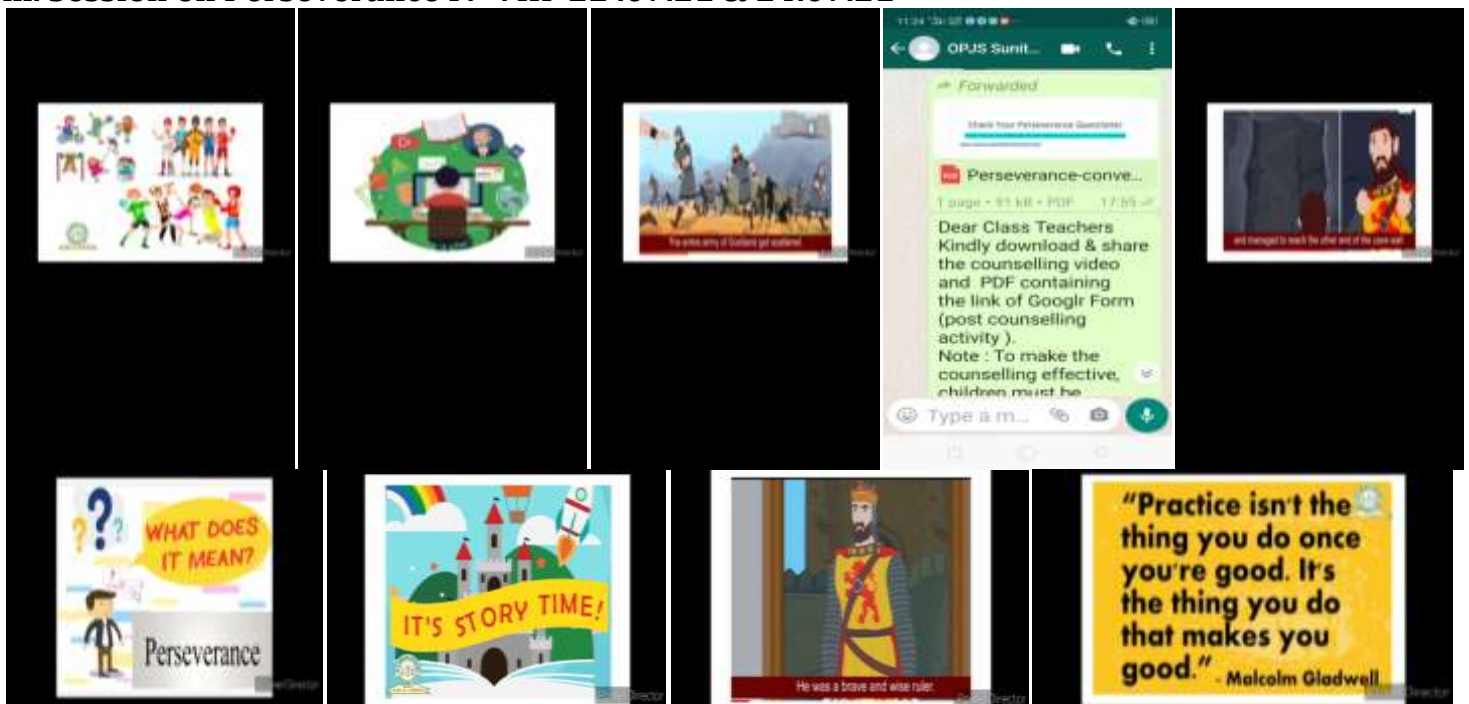




## I. Session on Gender Sensitization 18.05.21

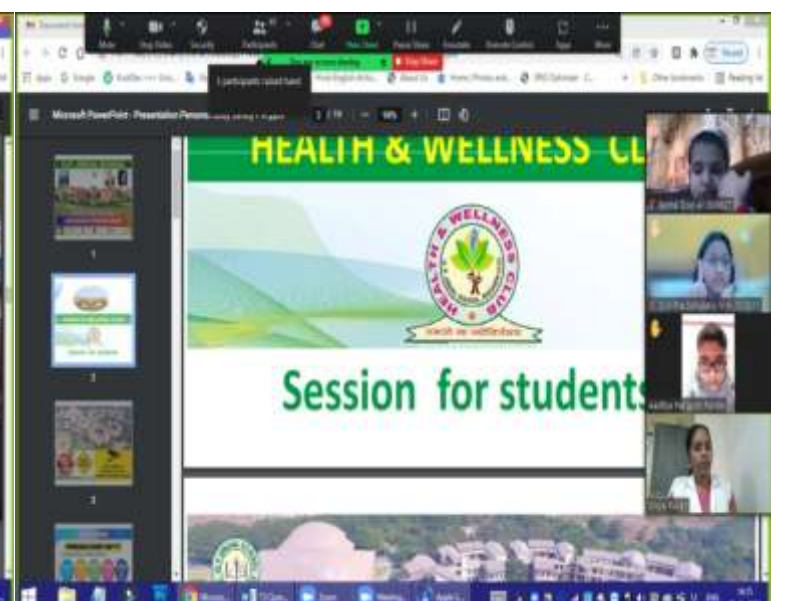
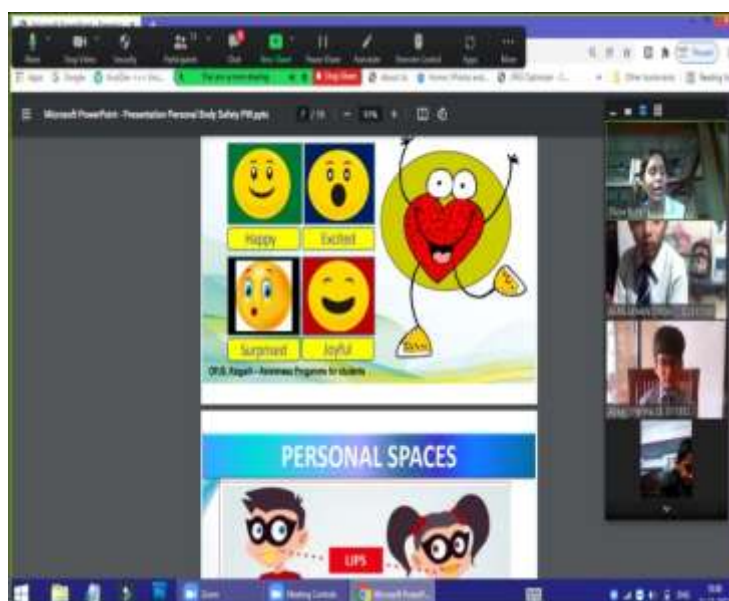
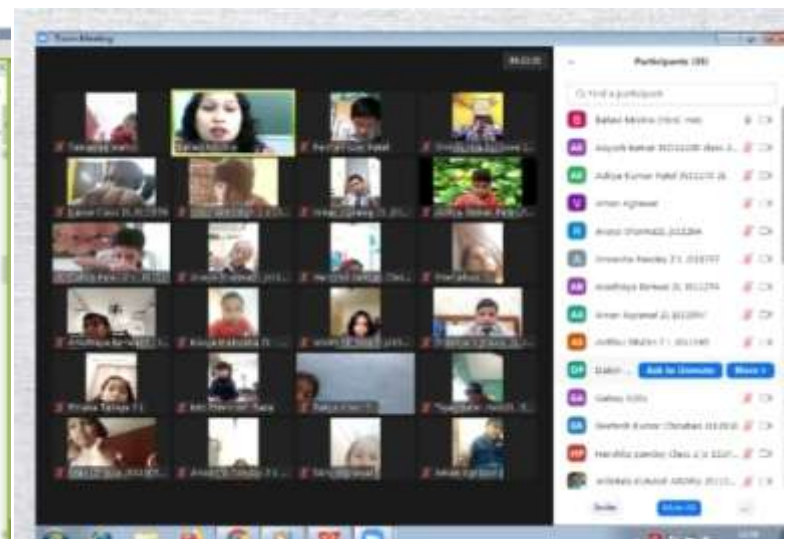
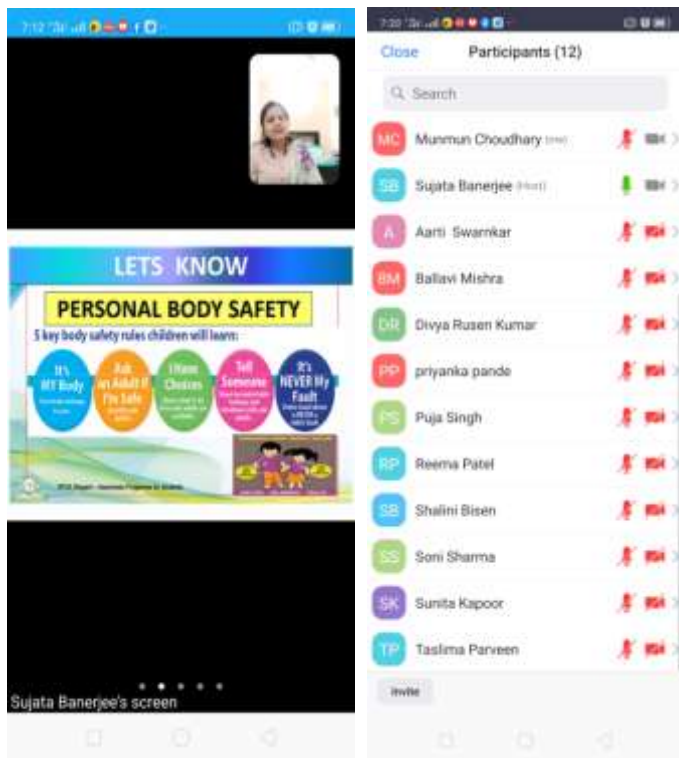


## m. Session on Perseverance IV-VIII 22.07.21 & 24.07.21





## n. Session Personal Body Safety PW 30.11.21-12.12.21



## Session with girls Phase 2 classes IV & V 09.08.21

**O.P. JINDAL SCHOOL**  
**GUIDANCE PROGRAMME**

**Let's talk & share**

**PUBERTY IN GIRLS**  
**Phase II**

It all begins with you. If you do not take care of yourself, you will not be strong enough to take care of anything in life.  
Loren Eiseley

**Health Counselling Session**  
Health & Wellness Club presents a Health Counselling Programme for Girl students (Phase-2)  
Health and Wellness Club initiative

Classes	V & VI
Date/Day	9 <sup>th</sup> August, 2021 (Monday)
Timing	5:00 PM
Conducted by	School Doctor, School Counsellor
Link for session	<a href="#">Click Here</a> Meeting ID: 829 879 4104 Passcode: 88 65 106

Note – Girl students can join along with their mother or any other adult female from her family.

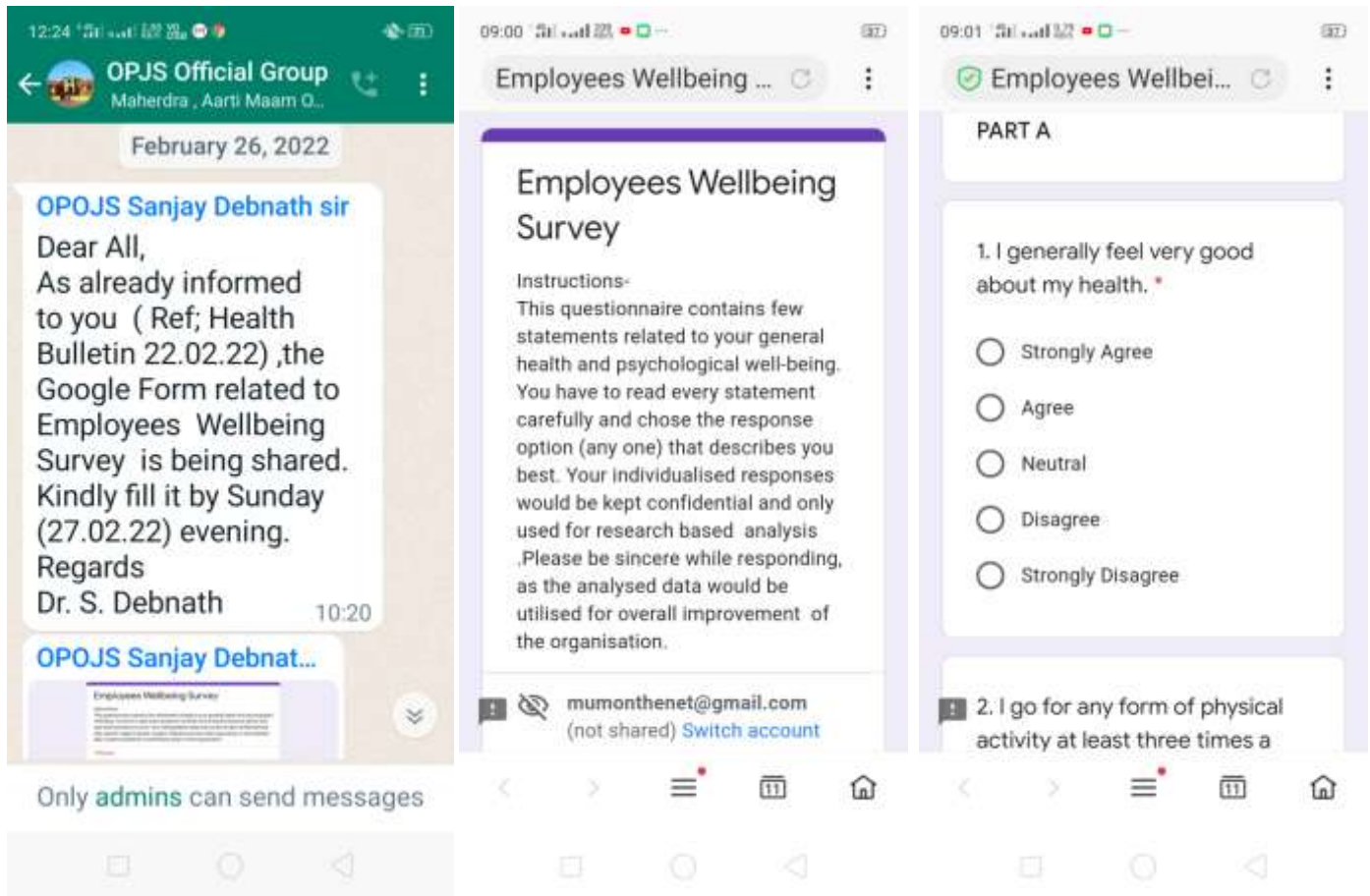
Lena Chacko  
Vice Principal

## II.B Session for teachers /staff

**Wellbeing survey** also conducted specially for the **teachers and administrative staff** with the aim of **assessing their physical, psychological wellbeing & professional satisfaction** .On the **basis findings** , the support services were provided as per requirement .Similarly, with complete adherence to all the COVID norms, our **support staff** was also counselled in the auditorium to enhance their awareness regarding health and financial literacy



## Employees Welbeing Survey



## Session for Support Staff







**Sleep and Well-being**

Sleep is essential for maintaining optimal health and well-being. Proper sleeping regimen is an integral part of healthy living.

Quality sleep allows body to repair cells and perform other necessary activities. It enhances the cardiovascular, immune systems and helps regulate metabolism. It enhances the critical and cognitive abilities of brain including memory consolidation which is very difficult proper brain function while awake.

Sleep or circadian rhythm, plays an important role in regulating the production of hormonal hormones for example growth hormone, supports bone and muscle development as well as metabolism, various glands in part of the body's stress response system, brain and physis (helps to manage appetite).

Proper sleep helps to boost up our immunity, enhances productivity and well-being.

**Health Problems associated with improper sleep**

Overweight	Sleep deprivation
<ul style="list-style-type: none"> <li>Cognitive impairment</li> <li>Depression</li> <li>Increased inflammation</li> <li>Increased pain</li> <li>Impaired fertility</li> <li>Higher risk of injury</li> <li>Higher risk of diabetes</li> <li>Higher risk of heart disease</li> <li>Higher risk of stroke</li> </ul>	<ul style="list-style-type: none"> <li>Cardiovascular Disease</li> <li>Metabolic Disorders</li> <li>Impaired memory capacity</li> <li>Brain atrophy (shrinkage)</li> <li>Impaired functioning of the immune system</li> </ul>

**Warning Signs of Sleep Disorder**

- Experiencing difficulty in sleeping regularly
- Feeling tired during the day even after getting adequate sleep
- Reduced or impaired ability to perform regular daytime activities due to irregular sleep

**Tips for Good Night Sleep**

- Take dinner 2 hours before going to sleep.
- Walk more than hundred steps after taking dinner.
- Avoid using digital gadgets (television, mobile phone, etc.) before going to bed.
- Avoid intake of food/beverage high on caffeine after evening hours.

Having healthy can positively influence every aspect of our life. Leading a healthy life can help in enhancing psychological well-being and productivity at work place.

**A healthy body requires a blend of balanced diet, regular exercise, quality sleep, and a healthy mindset.**

**What is BMI?**

BMI (Body Mass Index) is a measurement (ratio of weight and height) to gauge whether weight is in healthy proportion to height.

**BMI range?**

BMI	Weight Status
Below 18.5	Underweight
18.5–24.9	Healthy
25.0–29.9	Overweight
30.0 and above	Obese

**Importance of maintaining optimal BMI**

Maintaining a healthy BMI is important as it prevents and controls many chronic/medical conditions.

If we are overweight or obese, we are at higher risk of developing serious health problems, including heart disease, high blood pressure, type 2 diabetes, gall stones, breathing problems etc.

Maintaining a healthy weight keeps us energetic and improves our self-confidence.

**What can we do to maintain BMI in normal range?**

- Follow a healthy diet, and if you are overweight or obese, reduce your daily intake by 500 calories for weight loss.
- Avoid a sedentary lifestyle.
- Exercise physically active.

**WORLD HEART DAY**

23 SEPTEMBER

**Heart Healthy LIFE STYLE**

- GET ACTIVE**  
150 to 300 minutes of moderate intensity aerobic activity weekly.
- MANAGE YOUR WEIGHT**  
A healthy heart needs a healthy weight. Aim for a healthy weight.
- LIMIT OR CUT OUT**  
Limit or cut out saturated fats, trans fats, sodium, added sugars, and alcohol.
- SEE YOUR WAY TO A HEALTHY HEART**  
1. Eat a diet rich in fruits, vegetables, and whole grains.  
2. Get 150 minutes of moderate intensity aerobic activity weekly.
- MANAGE YOUR STRESS!**  
1. Regular stress management techniques.  
2. Try to get 7-9 hours of sleep each night.
- GET ENOUGH SLEEP**  
A good night's sleep is essential for a healthy heart.

**BE WARE OF THE WARNING SIGNS : HEART ATTACK**

The most common symptom of a heart attack for both men and women is chest pain. But women may experience less obvious warning signs.

Men	Women
<ul style="list-style-type: none"> <li>Feeling of pressure or squeezing in chest</li> <li>Shortness of breath</li> <li>Sweating</li> <li>Nausea or indigestion</li> <li>Lightheadedness</li> <li>Fatigue</li> <li>Pain in the jaw, neck, or back</li> <li>Pain in the arm or shoulder</li> <li>Pain in the back</li> <li>Pain in the stomach</li> </ul>	<ul style="list-style-type: none"> <li>Feeling of pressure or squeezing in chest</li> <li>Shortness of breath</li> <li>Sweating</li> <li>Nausea or indigestion</li> <li>Lightheadedness</li> <li>Fatigue</li> <li>Pain in the jaw, neck, or back</li> <li>Pain in the arm or shoulder</li> <li>Pain in the back</li> <li>Pain in the stomach</li> </ul>

**HEALTH & WELLNESS CLUB, OPJS RAIGARH**

**HEALTH BULLETIN**

Employee wellbeing is about optimizing the health of all employees. It is not only about physical wellbeing, but also includes psychological and social components of wellbeing that cannot be ignored when talking about fully functioning adults.

Taking these aspects into consideration, OPJS Health & Wellness Club takes up several initiatives to promote the wellbeing of teachers/staff members through information sharing, health sessions, general health check-up etc. A wellbeing survey for employees will be organized soon in which you all have to participate sincerely. Individual responses would be kept confidential but the analyzed report may get shared with higher authorities (if required).

Epidemiological studies done in different geographical regions examining the association between sleep and obesity in adults/children have found a significant association between disturbed sleep and increased risk for obesity. Hence, we are sharing the information given below to bring into your attention the role of sleep and BMI in healthy living.

S. Delnath  
Administrator

Dr. Monika Tripathi  
School Doctor

**Dear Residents,**

Keeping in view the rising trend in the second wave of COVID-19 pandemic, few advisories are being issued to be strictly adhered by the residents.

- Compulsorily wear your mask (covering the mouth & nose) while moving out of your houses.
- Avoid walking in groups /gathering at one place in the colony premises.
- Residents / their family members must wait near their houses / blocks for collecting milk. Strictly avoid clustering / gathering near the colony gate during the arrival of milk-van.
- Children are allowed to play on the playground between 4:45 PM - 06:30 PM but they have to sanitize their hands & play equipments before starting their game. Besides that, children must be convinced to avoid playing outside during morning / afternoon.
- The staircases & common areas must be cleaned at regular intervals.

Our responsible behaviour would definitely help us to win the battle against COVID-19 pandemic. Stay healthy & safe.

Respectfully,  
Dr. S. Delnath  
Administrator

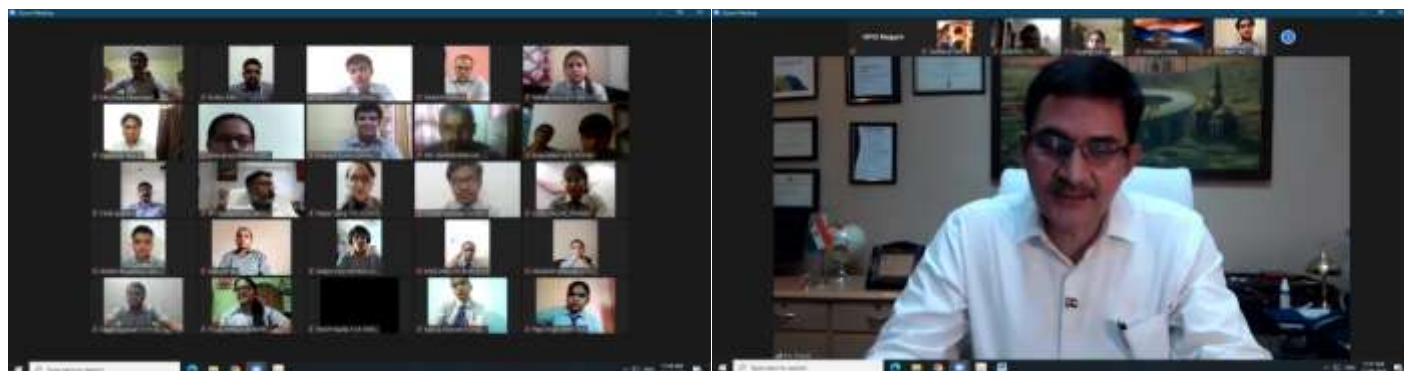
The table 4 presented below provides comprehensive report of sessions conducted for teachers/staff & external members during the academic year 2021-22

Sl. No	Topic	Conducted by	Target Group	Date	No. of attendees
01.	<ul style="list-style-type: none"> <li>Code of Conduct for Workplace</li> <li>Hygiene Management</li> <li>Laws to ensure personal safety of children/adults</li> </ul>	Administrator School Doctor Counsellor	Support Staff	20.09.21	100
02.	<ul style="list-style-type: none"> <li>Introduction to Financial Literacy</li> <li>Importance of Saving</li> </ul>	Teachers (Department of Commerce )	Support Staff	20.09.21	100
03.	<ul style="list-style-type: none"> <li>Guidelines for managing specific job responsibilities</li> <li>Healthy diet &amp; lifestyle</li> </ul>	Administrator School Doctor Counsellor	Support Staff	21.09.21	100
04.	<ul style="list-style-type: none"> <li>Understanding loans in detail</li> <li>Guidelines for safe handling of ATM card</li> </ul>	Teachers (Department of Commerce )	Support Staff	21.09.21	100
05.	<ul style="list-style-type: none"> <li>Guidelines for cleaning staff</li> <li>De-worming &amp; its importance</li> <li>Mental Health &amp; Wellbeing</li> </ul>	Administrator School Doctor Counsellor	Support Staff	22.09.21	100
06.	<ul style="list-style-type: none"> <li>Documents required for availing banking services</li> <li>Financially safer alternatives for loan</li> <li>Saving Schemes</li> </ul>	Teachers (Department of Commerce )	Support Staff	22.09.21	100

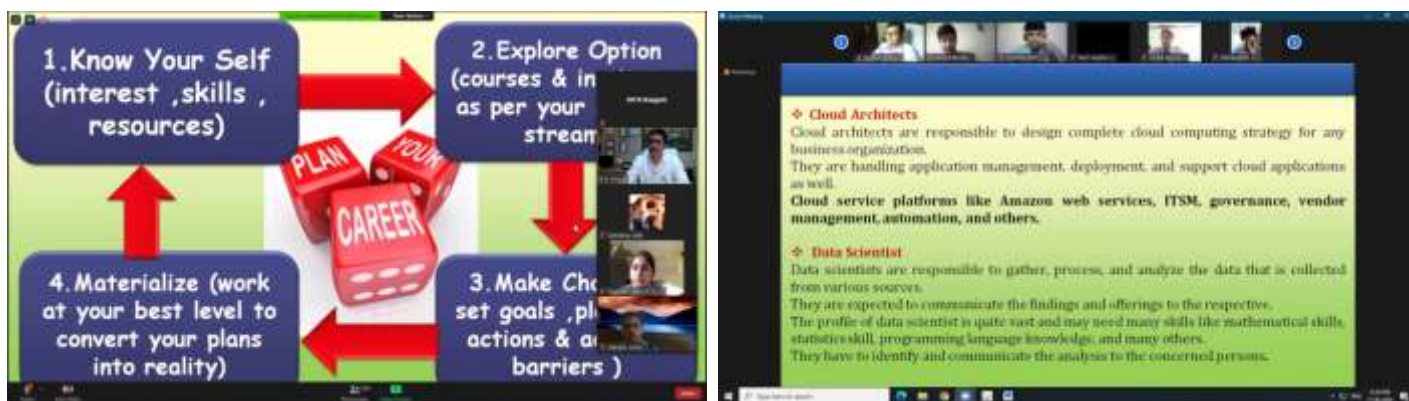
### III. CAREER GUIDANCE

#### **III. A Career Counselling Session**

During this academic year, **online career guidance** session was conducted specially by our **Principal sir** for students in senior school. They were informed about the courses offered & **career options** in Science, Commerce & Humanities, their **eligibility criteria**, top **institutes and universities**, **scholarships** and national level **entrance examinations**.







**Table 4: represents the details of the career guidance programme**

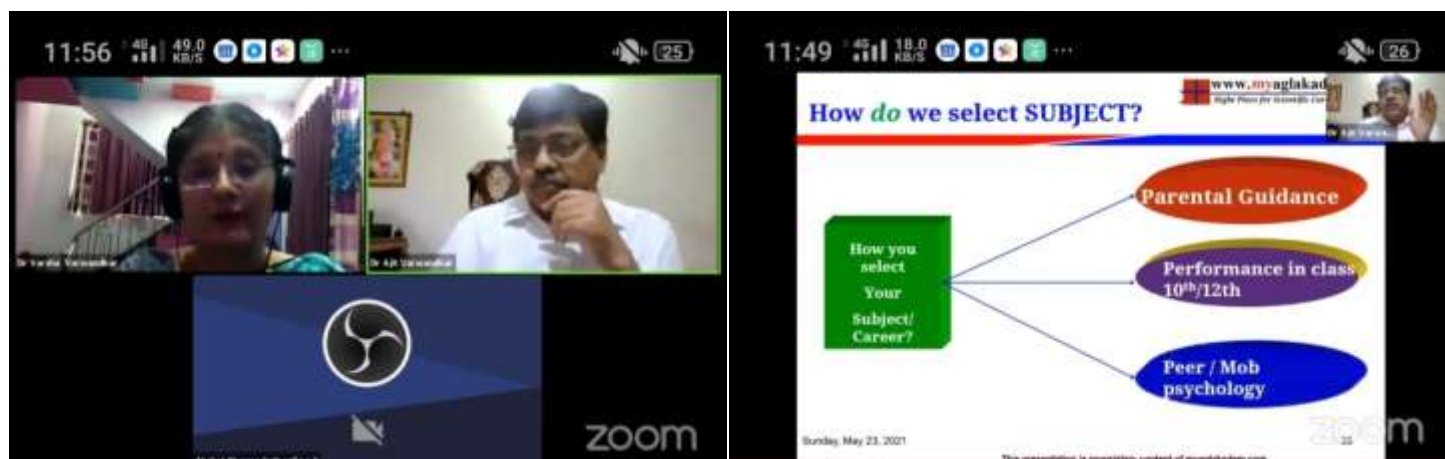
Activity	Date	Target Group	Conducted by	Topic	Participants
Online Session	23.05.2021	IX & X	Myaglakadam Academy of Guidance & Counselling.	Subject Selection & career Planning	600
Online Session	11.06.2021	Class XII (Outgoing Batch)	Principal Sir	<ul style="list-style-type: none"> <li>Marks allocation</li> <li>Career Prospects</li> </ul>	309
Online Session	14.06.2021	X	Principal Sir	<ul style="list-style-type: none"> <li>Subject Allocation class XI</li> <li>Career Planning</li> </ul>	383
Online Session	14.06.2021	IX	Principal Sir	<ul style="list-style-type: none"> <li>Career Exploration</li> </ul>	360
Online Session	14.12.21	Class X	Counsellor	<ul style="list-style-type: none"> <li>Career Planning</li> </ul>	Nearly 200

### Career Guidance by External Resource person

**Online career guidance** session was conducted specially for students in senior schools by the external resource persons who have remarkable expertise and sufficient experience in the field of career counselling. Educational Psychologist, Dr. Varsha Varwandkar and Career Coach Dr Ajit Varwandkar conducted career guidance workshops for students in senior school.







### III B. Skill Identification

This **online activity** was introduced in this session for students in **Upper Primary Wing** (class V) on 06<sup>th</sup> December 2021 as per **suggestions** given by our **Principal Sir**. Students were guided to **asses themselves** & identify their progress in terms of **age appropriate skills** with a help of an unique **questionnaire** containing 64 questions. Their responses were scored & interpreted by **linking** the assessed **skills** to related **careers**. Finally students were informed activities /habits that would support their skill development. This activity was kept optional but students were encouraged by their class teachers to take part in this survey. The entire activity was designed , developed & conducted by the counsellor stage wise as given below:

#### Stage 1:

- Literature review on different types of questionnaire & their scoring rationale.
- Seeking suggestions from professionals in the field of Applied Psychology regarding the technical aspects.
- Deciding upon the skills to be assessed **through the survey questionnaire**

#### Stage 2:

- Developing the questionnaire for skill identification survey in Google Form for the Upper Primary Wing & Middle Wing.
- Developing the scoring rationale.

#### Stage 3:

- Review of the questionnaire by experts.

#### Stage 4:

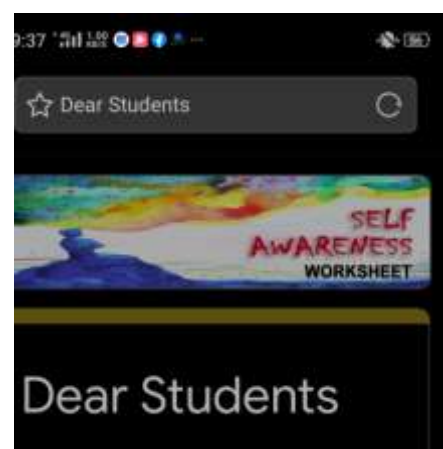
- Final review & modification of the questionnaire as & when necessary.

#### Stage 5:

- Conducting the online survey

#### Stage 6:

- Training to teachers regarding scoring & interpretation of survey reports.
- Post Survey analysis & interpretation & sharing feedback with students.



### Greetings!

A skill is something that you are good at doing, it could come naturally to you or be something that you have learnt through experience or training. Its importance has been highlighted by our honorable Principal Sir during Virtual Parent Teachers Meet.

We wish to inform you all that school is planning to conduct an **online survey** for enabling students to assess themselves across varied domains of their abilities. This is **not an assessment**, there are **no right/wrong answers & it would not predict anything about a student's success /failure**. It has been designed to empower **students** in identifying their likes /dislikes /strengths /areas where they can develop themselves further & focus **their attention towards self development**.

- The survey worksheet contains 64 statements (with **multiple** response options) related to different activities /experiences in a student's daily life.
- Our students will have to carefully read each statement & select the response category (only one) that closely matches / describes them best.
- **Parental assistance** in filling the worksheet would be required. The worksheet needs to be filled at one go.
- Towards the end of survey, students will have to respond to three questions where **they have to type their answers /responses**.
- School would also **provide a feedback to every participant few days** after the completion of survey.
- Participation is not mandatory, but we highly recommend your ward's participation as it would help them to understand herself /himself in a better way.

In this activity, responding to all the statements /questions honestly is compulsory for getting proper & meaningful feedback.

Click here to start the Activity:

[CLICK HERE](#)

The last date for submission of this form is 10-12-2021.

Wish you all good health ,warmth & happiness.

Regards

R.K Trivedi  
Principal

Sunita Kapoor  
Sr. Mistress (PW)

Sujata Banerjee  
Counsellor

**CIRCULAR**

## SELF AWARENESS WORKSHEET

### Dear Student

This worksheet contains **63 Statements & 1 Questions** related to different activities/experiences in your daily life. **Every statement** has three **response options (NEVER /SOMETIMES/ ALWAYS)**. You have to carefully read each statement & select the response category (only one) that suits you best. This is not an assessment & there are no right/wrong answers .Towards the end, you will have to respond to three subjective questions where you have to type your answers /responses. Responding to all the questions honestly is compulsory. This activity will enable you to understand yourself better.

STATEMENT		YOUR RESPONSE		
PART-A		NEVER	SOMETIMES	ALWAYS
01.	I can concentrate in any task /play for a long time			
02.	I make careless mistakes in my copies			
03.	I quickly understand the instructions given by my parents /teachers/other elders			
04.	I properly organize my daily tasks & activities			
05.	I complete my homework & self study on time			
06.	I lose necessary items (pencil /pen /books /copies)			
07.	I forget to complete my tasks & activities.			
PART-B				
08.	I can recognize /interpret pictures correctly.			
09.	I can draw pictures of different objects like car, house, garden etc. better than my friends			
10.	I easily notice the small differences between shapes/figures /words & patterns that look alike			
11.	I can easily find out a place by following the directions given regarding its location.			
12.	I can correctly judge the size of any object			
13.	I get confused with letters /numbers like p, b, d 6,9			

**QUESTIONNAIRE**



### Skill Identification Survey Questionnaire Scoring

PART A: COGNITIVE SKILLS (ATTENTION & CONCENTRATION)		NEVER	SOMETIMES	ALWAYS
01.	I can concentrate in any task /play for a long time	01	02	03
02.	I make careless mistakes in my copies	03	02	01
03.	I quickly understand the instructions given by my parents /teachers/other elders	01	02	03
04.	I properly organize my daily tasks & activities	01	02	03
05.	I complete my homework & self study on time	01	02	03
06.	I lose necessary items (pencil /pen /books /copies)	03	02	01
07.	I forget to complete my tasks & activities without failure	03	02	01
PART B: COGNITIVE SKILL ( PERCEPTION )				
08.	I can recognise /interpret pictures correctly.	01	02	03
09.	I can draw pictures of different objects like car, house, gardens etc. better than my friends	01	02	03
10.	I easily notice the small differences between shapes/figures /words & patterns that look alike	01	02	03
11.	I can easily find out a place by following the directions given regarding its location.	01	02	03
12.	I can correctly judge the size of any object	01	02	03
13.	I get confused with letters /numbers like p, b, d, 6, 9	03	02	01
14.	I can correctly judge the distance between two objects /places.	01	02	03
PART C: COGNITIVE SKILL ( MEMORY )		NEVER	SOMETIMES	ALWAYS
15.	I properly remember the names of other people like teachers, friends etc.	01	02	03
16.	I easily remember facts historical events, chemical formulas.	01	02	03
17.	While going to bed, I can properly recollect what happened throughout the day.	01	02	03
18.	I well remember events that happened long time ago. (Example: Summer Vacation 2019.)	01	02	03
19.	After coming back home, I properly remember the lessons taught in class	01	02	03
20.	I remember multiplication tables, poems, songs by heart	01	02	03

### SCORING GUIDELINES

12:40

100%

### PART A : COGNITIVE SKILLS (ATTENTION & CONCENTRATION)

Part A assesses your ability to continuously focus your mind and energy in a particular activity /task This ability is essentially required in learning, understanding & mastering every task. The skill of attention & concentration is important for excelling in every profession a few of which include Pilot, Scientist, Surgeon, Pharmacist, Editor, Accountant, Computer Programmer, Translator & Interpreter, Painter, Musician etc

Your Score

10

Indicates that the student's concentration skill is well developed. He/she must retain this ability with continuous practice.

### Activities to improve attention & concentration

Yoga, block building, puzzles, reading books, artwork, playing musical instruments, meditation, etc.

### PART B : COGNITIVE SKILLS PERCEPTION

Part B assesses your ability to meaningfully organize & interpret the information that is received through the sense organs. This ability is closely linked to interpreting, understanding what is happening all around & learning as well. The visual & spatial perceptual skills are required in the careers like Designing, Photography, Architecture, Construction Technology, Graphic Designing etc.

Your Score

11

Indicates that the student's perceptual skills are well developed. He/she must retain this ability with continuous practice.

### Activities to improve perceptual skills

Reading, picture comprehension, solving puzzles, solving mathematical problems, drawing, sketching etc.

### PART C : COGNITIVE SKILLS ( MEMORY )

Part C assesses your ability to remember events /facts /concepts & recollect the same as & when required This ability is very essential in learning & mastering any task. Professionals who require very good memory skills include Lawyer, Judge, Doctor, Environmental Engineers, Teacher, Researcher, Athletic Coach, Author, Singer, Actor, Dancer etc.

Your Score

12

Indicates that the student can easily memorize & recollect facts /events very well. He/she must retain this ability with continuous practice.

### Activities to improve memory

Regular exercise /yoga, solving jigsaw puzzles, learning new languages, noting down newly learnt words, learning through multiple sense organs ( loud reading /active memorization), playing music, playing memory games etc.

### PART D : LANGUAGE SKILL

Part D assesses your ability to clearly understand & properly express yourself in the languages known to you. This ability is extremely important for effective communication. Professionals who require highly developed language skills are Professor/Teacher, Journalist, Doctor, Psychologist, Public Relations Officer, Manager, Sales Executive, Businessman etc.

Your Score

13

Indicates that the student's language skills are well developed. He/she must retain this ability with continuous practice.

### Activities to improve language skills

Playing word games, reading books/newspapers, story-telling, extempore, debate, creative writing activities ( essay, poetry, slogan, stories etc).

### SAMPLE: REPORT OF STUDENT

## IV. SUPPORTING CHILDREN WITH SPECIAL NEEDS

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 during the online academic session 2020-21.

- **Updating** the new **Class Teachers** through email /phone about **Children with Special Needs (CWSN)** studying in their class.
- **Counselling** (online) **parents** of differently abled children on a one to one basis by the Special Educator/Counsellor /School Doctor & respective Class Teachers.
- **Assisting** the parents of CWSN about **managing, training & guiding** their child during online schooling.
- **Interaction** with **academic coordinators** to facilitate the teaching-learning of special children.
- Creating a separate Whatsapp group (**Special Care Group**) to provide academic support to Children with Special Needs (CWSN) & their parents.
- Providing **academic contents & guidance** by the **Special Educator** to support the needs of special students.

(Record of Worksheets shared in OPJS Special Care Group of Session 2021-22)

Sl. No	Date	Subject	Nature of the Worksheet / PPT / Video	Instructions
1	18 <sup>th</sup> Mar 2021	English	Sight words	For students to read
2	20 <sup>th</sup> Mar 2021	Art Integration	Addition in concrete	Using beads and dice
3	22 <sup>nd</sup> Mar 2021	Art Integration	Life cycle of Butterfly	Trace and Colour
4	24 <sup>th</sup> Mar 2021	English	-ai- words	For students to read
5	26 <sup>th</sup> Mar 2021	English	-ai- words-I	For students to read
6	30 <sup>th</sup> Mar 2021	Art Integration	Make paper plane to play aiming game	For students to Practice addition
7	1 <sup>st</sup> Apr 2021	Art Integration	Craft work on Water Cycle	To prepare as shown
8	3 <sup>rd</sup> Apr 2021	English	-ea- words	For students to read
9	5 <sup>th</sup> Apr 2021	Math	Reading & identifying	Choosing the correct numeral
10	8 <sup>th</sup> Apr 2021	EVS	Being Forceful	Activity to understand different types of forces
11	8 <sup>th</sup> Apr 2021	EVS	Healthy Living Challenges	World Health Day
12	10 <sup>th</sup> Apr 2021	Art Integration	Single plate activity	To prepare & play the game
13	13 <sup>th</sup> Apr 2021	English	Picture Chart of Dorjo's Pet	Reading Comprehension
14	15 <sup>th</sup> Apr 2021	Math	Reading Time from Clock	Matching time of Clock to digital watch
15	17 <sup>th</sup> Apr 2021	EVS	Understanding Concepts	Fast & Slow motions
16	19 <sup>th</sup> Apr 2021	English	-ee- & -ea- words	To read & understanding meaning
17	20 <sup>th</sup> Apr 2021	Art Integration	Make a clock (YouTube Video)	Using circles of different size
18	22 <sup>nd</sup> Apr 2021	Mathematics	10 times table	Numbers multiplying with 10
19	23 <sup>rd</sup> Apr 2021	English	Opposite words	Learning opposite words
20	26 <sup>th</sup> Apr 2021	Mathematics	Match the time 2	Matching time of Clock to digital watch
21	27 <sup>th</sup> Apr 2021	English	Position Words or Preposition	See the picture use on, in, under...
22	27 <sup>th</sup> Apr 2021	EVS	Post Counseling Activity	Personal Hygiene Checklist
23	28 <sup>th</sup> Apr 2021	EVS	OPJS, Raigarh (Video)	Lifeskill Months in a year
24	29 <sup>th</sup> Apr 2021	English	Preposition	Underlining the position words
25	30 <sup>th</sup> Apr 2021	Mathematics	Match the times	Reading clock & watches
26	1 <sup>st</sup> May 2021	Life Skills	Parenting tips: Sneha Mishra	Facebook link for Parents
27	3 <sup>rd</sup> May 2021	Art Integration	Double plates activity	Improve eye-hand coordination with fun
28	4 <sup>th</sup> May 2021	English	Practice Worksheet	Punctuation: comma, full stop
29	5 <sup>th</sup> May 2021	Art Integration	OPJS, Raigarh (Video)	Eye-hand coordination & concentration
30	6 <sup>th</sup> May 2021	Mathematics	Picture Chart	Match the picture with their Shadow
31	7 <sup>th</sup> May 2021	Life Skills	Webinar link for parents (CRC)	Psychosocial-Home based Activities
32	7 <sup>th</sup> May 2021	English	Short Story YouTube Video	To enhance Listening and reading skills
33	8 <sup>th</sup> May 2021	English	Practice Worksheet	Pronouns: I, we, you, she, he, it, they
34	10 <sup>th</sup> May 2021	English	Practice Worksheet	Common nouns with picture cues
35	11 <sup>th</sup> May 2021	Art Integration	Drawing activity YouTube Video	The little Mermaid
36	13 <sup>th</sup> May 2021	Life Skills	YouTube Video for parents	Blessings: Tips to teach CWSN Part-1
37	14 <sup>th</sup> May 2021	Hindi	YouTube Video by Dr. Shilpa Dixit	Hindi story with action – "Mgah"
38	16 <sup>th</sup> May 2021	Hindi	YouTube Motivational Video	Lesson for all age groups
39	16 <sup>th</sup> May 2021	Life Skills	YouTube Video for parents	Blessings: Basic Learner Skills Part-2

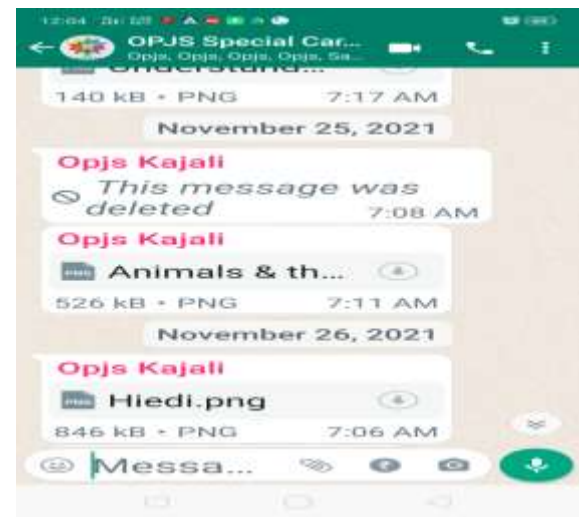


Table 5 :represents differently abled students in the Academic Session 2021-22

DIFFERENTLY ABLED STUDENTS					
Number of Differently Abled Students	Pre-Primary Wing	Primary Wing	Middle Wing	Senior Wing	TOTAL
	02	16	17	05	40

Table 6 represents record of educational contents shared in Special Care Group during the online academic session 2021-22

Subject	Worksheets	Videos	PPT	Workshop Links	TOTAL
English	56	03	01	-	60
Mathematics	33	-	01	-	34
Science	32	01	-	-	33
Art	65	03	-	-	68
Hindi	10	02			12
Life Skills		06		12	12
Total number of educational contents shared during session 21-22					219



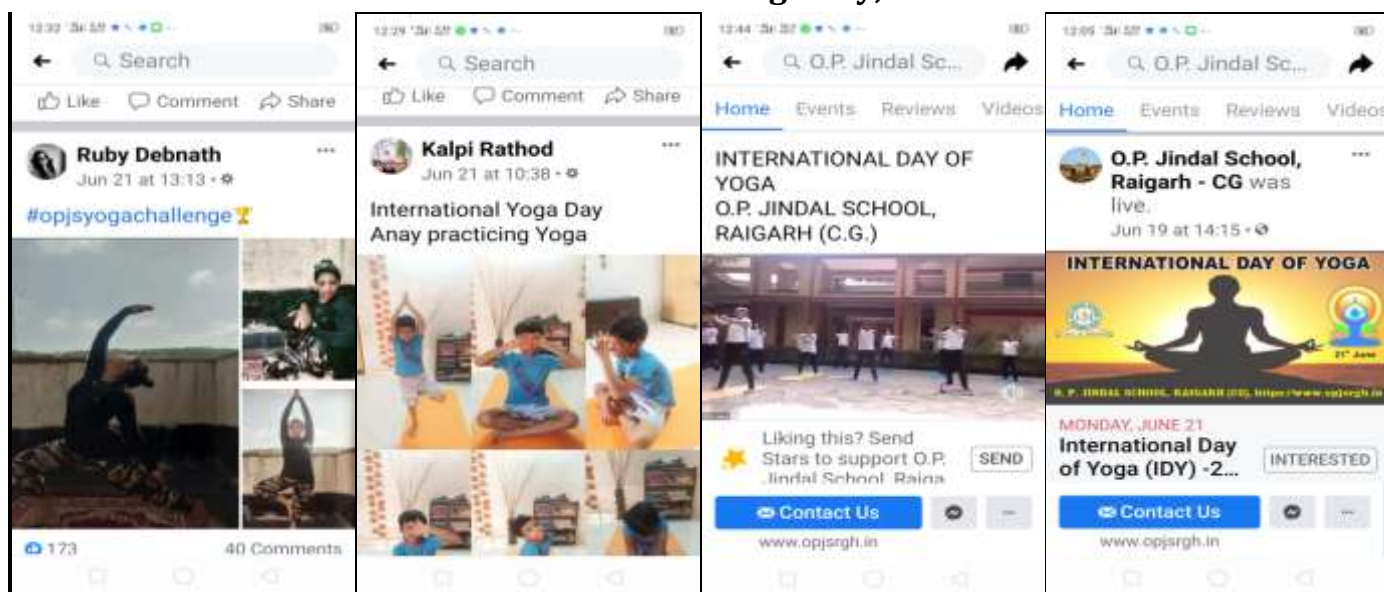
## V .HEALTH EDUCATION & AWARENESS

Due to the COVID -19 pandemic, **several guidelines** were shared online in the form of **Videos** (already mentioned in table3 A B C D), **Circulars /E. Posters and online session** to generate awareness among the students /parents/teachers addressing a broad spectrum of health related issues including **hygiene education, exercise, nutritional guidance, lifestyle advice** etc. In this manner, our students, parental community as well as staff members were encouraged to adopt good health practices that helped them to stay safe & disease free during this pandemic.

### Activity Healthy Living Challenge H & W Club (World Health Day, 7<sup>th</sup> April, 2021)



### International Yoga Day, 2021



### Session Anger Management (for classes IX & X, 17.05.21)



### Counselling Session by Dr. Shikhar Daniel (Topic – Oral Health) on 05<sup>th</sup> to 07<sup>th</sup> July, 2021



### Counselling session on Safety rules at home (PPW) on 17.07.21



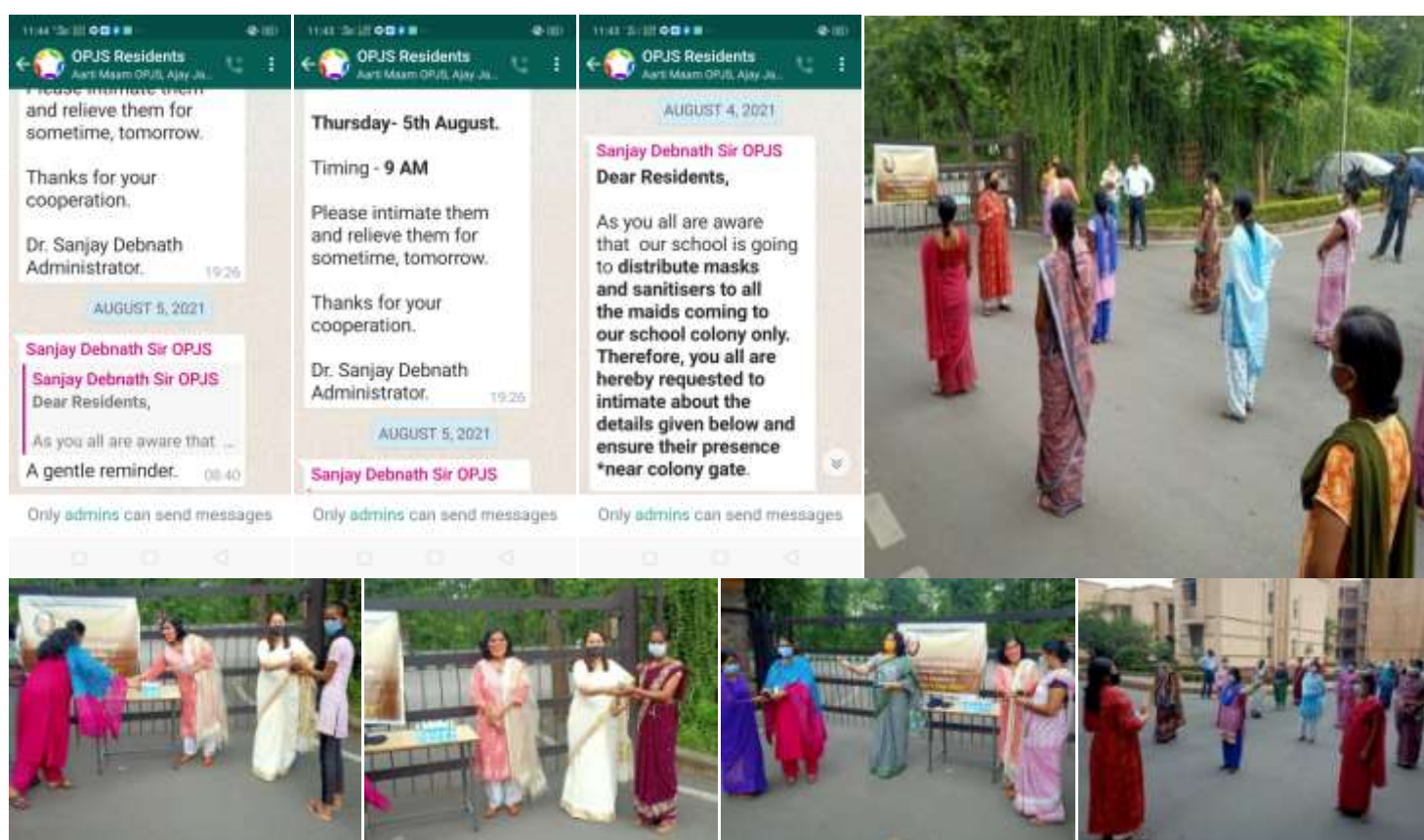
### SAMPLE : HEALTH RELATED CIRCULERS, E-POSTERS





## VI. COMMUNITY BASED PROGRAMMES

On 05<sup>th</sup> of August 2021 Health & Wellness Club of our school organized a health education session for **housemaids working on school housing colony** on **05.08.21** at **9:00 A.M.** This community based activity is a part of **Founder's Day Programme** .



## CONCLUSION

The session 2021-22 remained extremely challenging .Several modifications have been made in order to accommodate the Counselling/Guidance Programmes in online mode of teaching – learning. Our Comprehensive Programme aimed to touch every possible aspect which can stimulate the learning process as well as foster a healthy learning environment during this online pandemic situation

**Sujata Banerjee**  
**Counsellor**