



SRI KRISHNA DUTT ACADEMY

Recognized by NCTE & Affiliated to University of Lucknow

2D/HS-1, Vrindavan Yojna, Raibareilly Road, Lucknow, Ph. : 2443963, 7080111596

Date :20/11/2020

Session 2020-21

Notice

The Meeting of Discipline committee arranged on 23/11/2020 at 03:00 pm in the principal's chamber. All the Members are requested to attend the meeting.

Agenda:

Introduction and Welcome

Review of Objectives and Responsibilities

Discussion of Discipline issues


Coordinator



Principal
Principal
SRI KRISHNA DUTT ACADEMY
2D/HS-1, Vrindavan Yojna
Raibareilly Road, Lucknow



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Committee: Discipline
Academic Session: 2020-21
Date: 23rd November, 2020
Time: 3:00 pm
Venue: Administrative Office

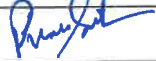
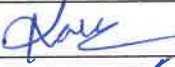


Agenda

1. Introduction and welcome
2. Review of objectives and responsibilities of the Discipline Committee
3. Discussion on effective communication of discipline rules to students
 - Use of multiple channels like announcements, posters, and handouts
 - Regular meetings and assemblies to discuss discipline matters
 - Guidance and counselling services for students
4. Enforcement of discipline rules and regulations
 - Consistent enforcement across all levels of the college
 - Positive feedback and recognition for students following rules
5. Addressing specific disciplinary issues or concerns
6. Any other matter with the permission of the chair

Minutes of Meeting

The first sessional meeting of the Discipline Committee was held immediately after reopening of college on 23/11/2020 under the chairmanship of Dr. Nahar Singh. The following members were present:

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Mr. Puroshottam Rai	Coordinator 
Mr. Krishna Kumar	Member 
Mr. Subhash Chandra Tiwari	Member 
Ms. Jaya Sharma	Member 

The meeting commenced with the chairperson welcoming all the members and emphasizing the importance of the Discipline Committee in maintaining a conducive academic environment in the college, especially during the COVID-19 pandemic.

The committee reviewed the objectives and responsibilities of the Discipline Committee, which include framing policies to maintain discipline, solving student-related problems, making

students aware of discipline rules and regulations, and taking disciplinary action against misconduct.

The committee discussed various strategies to ensure effective communication of discipline rules to students, such as using clear and consistent language, regular meetings and assemblies, guidance and counselling services, positive feedback and recognition, and inclusive and interactive teaching methods.

The committee stressed the need for consistent enforcement of discipline rules and regulations across all levels of the college, while also encouraging positive feedback and recognition for students who follow the rules.

The committee also discussed specific disciplinary issues or concerns, if any, and decided to take appropriate action as per the college policy.

The meeting concluded with the chairperson thanking all the members for their active participation and emphasizing the need for collective efforts to maintain discipline in the college during these challenging times.

COORDINATOR

PRINCIPAL

Principal
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Date :25/11/2020

Session 2020-21

Notice


The Meeting of Discipline committee arranged on 28/11/2020 at 03:00 pm in the Principal's chamber. All the Members are requested to attend the meeting.

Agenda:

1. Students must strictly wear masks, carry sanitizer, and maintain physical distancing.
2. Guidelines for lunchtime: Carry your own water bottle to prevent sharing. Only one student at a time should fill their water bottle to avoid crowding.
3. Similar guidelines for visiting washrooms


Coordinator




Principal
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Minutes of the Discipline Committee Meeting

Date: 28th November, 2020

Time: 3:00 pm






Venue: Administrative Office

Agenda:

1. Students must strictly wear masks, carry sanitizer, and maintain physical distancing.
2. Guidelines for lunchtime: Carry your own water bottle to prevent sharing. Only one student at a time should fill their water bottle to avoid crowding.
3. Similar guidelines for visiting washrooms.

Minutes of Meeting

The following members were present:

- Dr. Nahar Singh, Chair-person 
- Mr. Puroshottam Rai, Coordinator 
- Mr. Krishna Kumar, Member 
- Mr. Subhash Chandra Tiwari, Member 
- Ms. Jaya Sharma, Member 

Proceedings:

The meeting commenced with Dr. Nahar Singh welcoming the members and introducing the agenda items.

Agenda Item 1: Students must strictly wear masks, carry sanitizer, and maintain social distancing

Emphasized the importance of adhering to COVID-19 safety protocols to ensure the health and safety of all students and staff.

Action: Mr. Puroshottam Rai to coordinate with faculty and administrative staff to monitor compliance and raise awareness among students.

Agenda Item 2: Guidelines for Lunch-time

It was advised that students should bring their own water bottles and refrain from sharing to minimize the risk of infection.

Discussion on implementing a system where only one student at a time can refill water bottles during class breaks to prevent crowding.

Action: Mr. Krishna Kumar and Mr. Subhash Chandra Tiwari to oversee the enforcement of these guidelines during lunch hours.

Agenda Item 3: Guidelines for visiting washrooms:

Agreement on implementing a policy where only one student should enter the washroom at a time to maintain social distancing and hygiene.

Action: Ms. Jaya Sharma to coordinate with the maintenance staff to ensure proper signage and enforcement of the one-student-at-a-time policy.

Action Points:

- ✓ Communication of guidelines through announcements, posters, and class representatives.
- ✓ **REGULAR MONITORING AND FEEDBACK COLLECTION ON ADHERENCE TO COVID-19 SAFETY MEASURES.**
- ✓ Coordination with student leaders for effective dissemination of information.

The meeting concluded with a summary of action points and responsibilities assigned to respective members.

Signed:

Mr. Puroshottam Rai
Coordinator, Discipline Committee

Mr. Krishna Kumar
Member, Discipline Committee

Mr. Subhash Chandra Tiwari
Member, Discipline Committee

Ms. Jaya Sharma
Member, Discipline Committee

Dr. Nahar Singh
Chairperson, Discipline Committee



Principal
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NOTICE

Date: 29.11.2020

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TO ALL STUDENTS

Please adhere to the following guidelines for your safety and well-being:

1. WEARING MASKS AND USING SANITIZER:

- It is **MANDATORY** for all students to wear masks covering both nose and mouth while on campus.
- Carry and use sanitizer regularly to maintain hand hygiene.

2. MAINTAINING SOCIAL DISTANCING:

- Maintain a safe distance of at least [Insert Distance] meters from others at all times.

3. GUIDELINES FOR LUNCHTIME AND WATER BOTTLE USAGE:

- Bring your **OWN WATER BOTTLE AND DO NOT SHARE IT** with others.
- Refill water bottles one student at a time to prevent crowding.

4. VISITING WASHROOMS:

- Follow **A ONE-STUDENT-AT-A-TIME POLICY** when visiting washrooms to maintain social distancing.

These measures are essential to prevent the spread of COVID-19 and ensure a safe environment for everyone on campus.

Thank you for your cooperation.

Principal,
Sri Krishna Dutt academy

Principal
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*To be displayed
on notice Board*

