



"Society for Promotion of Quality Education for Poor and Meritorious Students of Punjab"

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Phone No. 0172-5212364, Fax No. 0172-5212369

To

**All Principals
Meritorious Schools**

Memo No. MS/SOP/2021/2033-70

Date: 02.02.2021

Sub: Standard Operative Procedure (SOP) to open the Meritorious Schools.

The State Government has taken a decision to open and make Meritorious Schools functional in regard to class 12th.

The class 10th in the Meritorious School, Talwara shall also become functional in wake of this decision to take up the studies by the students for class 10th, who have been promoted from class 9th in the academic year 2019-20.

2.0 The standard guidelines which will come into force to make the schools functional are detailed below:

2.1 The schools be made functional from 09.02.2021.

2.2 The consent of parents be taken of the students joining the school (draft consent format enclosed).

2.3 The students who wish to join the school shall bring the COVID-19 certificate (RT PRC certificate). This Principle shall apply to the Mess Contractor and its workers deployed by him.

2.4 The Mess, canteen and hall shall be sanitized and this process may be started immediately.

2.5 The students joining the school shall bring sanitizer, seven useable masks (washable). They will also bring six pieces of soap or liquid soap as per their convenience.

2.6 At the entrance of the school gate Thermal Scanner shall be provided to security staff so that all incomers are screened before entering the school premises.

2.7 The person bringing vegetables and eatables for the mess shall also be subject to Thermal Scanning and should have COVID-19 negative certificate (RT PRC certificate).

2.8 The aspect of Social Distancing is the prime aspect for which following steps are to be taken:

- a) The students should be quarantined for 24 hours after joining the schools.
- b) Students will be allotted hostel rooms in a way that one student is allotted one room in a serialized sequence. If the number of students exceeds second student will be sent in rooms continuing with the serialized sequence, this exercise will continue till all students are assigned rooms, however it will be ensured that there are not more than three students in a room.
- c) The distance in the hostel between various beds shall be 6 feet minimum.
- d) In the classroom one student sit at each bench.
- e) The strength of the sections be doubled so that proper social distancing is maintained.
- f) The male/female Wardens will go to the rooms and take attendance on individual room and also monitor social distancing. There will be no assembly in the morning/evening except in case of need the Principal is permitted to organize special assembly with due precautions.

g) The male/female wardens will be staying in the hostel with the students.

h) Only one authorized person shall be allowed to meet the student only in case of emergency but that too will require RT PCR negative report to be brought by him/her.

i) Students counseling shall be regularly ensured by teachers/wardens to take care of any mental or emotional health issue of the students.

j) All students will bring necessary belongings like stationery/ water bottle, clothes of students (any other belongings) etc., and will not be sharing/exchanging of these things.

3.0 If any point is left uncovered in the present letter, the same shall be read with and implemented as per the guidelines of Govt. of India issued in this context.


Project Director
Meritorious Society

Copy to:

1. PA to SSE for information.
2. PA to DGSE for information.
3. DPI (SE) for information.
4. All DEO (SE) in State of Punjab for information.
5. DM, MIS for uploading on website.
6. Account Officer, Meritorious Society
7. PRO for information and necessary action.

ਸਵੈ-ਘੋਸ਼ਣਾ

ਮੈਂ.....ਪੁੱਤਰ / ਪਤੀ ਸ੍ਰੀ.....ਵਾਸੀ.....
ਪਿੰਡ.....ਤਹਿਸੀਲ.....ਜਿਲ੍ਹਾ.....
ਇਹ ਬਿਆਨ ਕਰਦਾ ਹਾਂ ਕਿ ਮੇਰੀ ਪੁੱਤਰ/ਪੁੱਤਰੀ..... ਮੈਰੀਟੋਰੀਅਸ
ਸਕੂਲ..... ਦੀ ਜਮਾਤ..... ਸੈਕਸ਼ਨ
ਦਾ/ਦੀ ਵਿਦਿਆਰਥੀ/ ਵਿਦਿਆਰਥਣ ਹੈ।

ਮੈਂ ਸਰਕਾਰ/ਸਿਹਤ ਵਿਭਾਗ ਦੀਆਂ ਕੋਵਿਡ-19 ਸਬੰਧੀ ਹਦਾਇਤਾਂ ਤੋਂ ਚੰਗੀ ਤਰ੍ਹਾਂ ਜਾਣੂ ਹਾਂ ਤੇ ਮੇਰਾ
ਪੁੱਤਰ/ਪੁੱਤਰੀ ਵੀ ਇਨ੍ਹਾਂ ਤੋਂ ਭਲੀ ਭਾਂਤ ਜਾਣੂ ਹੈ।

ਹੁਣ ਜਦ ਸਰਕਾਰ /ਸਿਹਤ ਵਿਭਾਗ/ਸਿੱਖਿਆ ਵਿਭਾਗ ਵੱਲੋਂ ਸਕੂਲ ਖੋਲ੍ਹਣ ਲਈ ਹਿਦਾਇਤਾਂ ਜਾਰੀ ਕੀਤੀਆਂ
ਹਨ ਸੋ ਇਸ ਤਹਿਤ ਮੈਂ ਆਪਣੇ ਪੁੱਤਰ/ਪੁੱਤਰੀ ਨੂੰ ਸਾਰੀਆਂ ਸਾਵਧਾਨੀਆਂ ਨੂੰ ਧਿਆਨ ਵਿੱਚ ਰੱਖਦੇ ਹੋਏ ਸਕੂਲ
ਭੇਜਣ ਲਈ ਸਹਿਮਤ ਹਾਂ ਅਤੇ ਕੋਵਿਡ-19 ਨਾਲ ਸਬੰਧਤ ਕਿਸੇ ਵੀ ਕਿਸਮ ਦੀ ਸਮੱਸਿਆ ਲਈ ਮੈਂ ਖੁਦ
ਜ਼ਿੰਮੇਵਾਰ ਹੋਵਾਂਗਾ/ਹੋਵਾਂਗੀ।

ਮੈਂ ਇਹ ਵੀ ਘੋਸ਼ਣਾ ਕਰਦਾ ਹਾਂ ਕਿ ਅਪਾਤਕਾਲ ਹਲਾਤਾਂ ਵਿੱਚ ਸਕੂਲ ਹੇਠ ਲਿਖੇ ਨੰਬਰਾਂ ਤੇ ਕੰਟੈਕਟ ਕਰ ਸਕਦਾ
ਹੈ ਤੇ ਮੈਂ/ਅਸੀਂ ਤੁਰੰਤ ਸਕੂਲ ਪਹੁੰਚਣਾ ਯਕੀਨੀ ਬਣਾਵਾਂਗੇ।

ਪਿਤਾ ਦਾ ਮੋਬਾਈਲ ਨੰਬਰ	
ਮਾਤਾ ਦਾ ਮੋਬਾਈਲ ਨੰਬਰ	
ਸਰਪ੍ਰਸਤ ਦਾ ਮੋਬਾਈਲ ਨੰਬਰ	

ਬਿਆਨਕਾਰ.....

ਉਪਰੋਕਤ ਜਾਣਕਾਰੀ ਸਹੀ ਵਾ ਦਰੁਸਤ ਹੈ ਜੇਕਰ ਕੋਈ ਵੀ ਸੂਚਨਾ ਗਲਤ ਪਾਈ ਜਾਂਦੀ ਹੈ ਤਾਂ ਮੈਂ ਬਣਦੀ ਸਜ਼ਾ
ਦਾ ਭਾਗੀਦਾਰ ਹੋਵਾਂਗਾ/ਹੋਵਾਂਗੀ।

ਬਿਆਨਕਾਰ.....