

Siliguri B.Ed. College
Shibmandir, Kadamtala, Darjeeling
Institutional Internal Evaluation Planning

Academic Year	1 st Semester		2 nd Semester		3 rd Semester		4 th Semester	
	Internal Assignment	Internal Practicum	Internal Assignment	Internal Practicum	Internal Assignment	Internal Practicum	Internal Assignment	Internal Practicum
2018-2019	01.12.18-15.12.18	16.12.18-24.12.18	01.04.19-15.04.19	16.04.19-30.04.19	01.12.2018-15.12.2018	16.12.18-24.12.18	01.04.19-15.04.19	16.04.19-30.04.19
2019-2020	01.12.19-15.12.19	16.12.19-24.12.19	01.04.20-15.04.20	16.04.20-30.04.20	01.12.2019-15.12.2019	16.12.19-24.12.19	01.08.20-15.08.20	16.08.20-30.08.20
2020-2021	02.01.21-15.01.21	16.01.21-31.01.21	01.05.21-15.05.21	16.05.21-31.05.21	01.04.21-15.04.21	16.04.21-30.04.21	01.05.21-15.05.21	16.05.21-31.05.21
2021-2022	01.02.21-15.02.21	16.02.21-28.02.21	01.05.22-15.05.22	16.05.22-31.05.22	01.02.21-15.02.21	16.02.21-28.02.21	01.11.22-15.11.22	16.11.22-30.11.22
2022-2023	01.02.23-11.02.23	13.02.23-28.02.23	01.06.23-15.06.23	01.06.23-15.06.23	01.02.23-15.02.23	01.02.23-28.02.23	15.06.23-30.06.23	01.07.23-31.07.23

NB: During the lockdown period following the pandemic all internal evaluations were done via online mode.

Principal
Siliguri B.ED. College

P. Sengupta
02-08-2023



Siliguri B.Ed. College

Affiliated to BSAEU (Erstwhile WBUTTEPA)

Baramohan Singh Jote

Kadamtala, Darjeeling, West Bengal-734011

ASSIGNMENT

Course: 1.2.9. Assessment for Learning

2nd Half: Assessment of the Learning System

Topic: Staff Welfare Services

Submitted by

Name: Puja Prasad

Semester: 2nd

Class Roll No: F-23

Examination Roll No:

Session: 2022-2024



STAFF WELFARE SERVICES

Meaning : staff welfare services in school refers to the benefits and services provided to the school staff to enhance their well being and job satisfaction. These benefits may include healthcare, pension, plans, housing allowances, childcare services, accident and life insurances and flexible working arrangements among others.

STAFF WELFARE POLICY

Purpose : The purpose of staff welfare is as follows :-

- To promote the development of high morale among all staff.

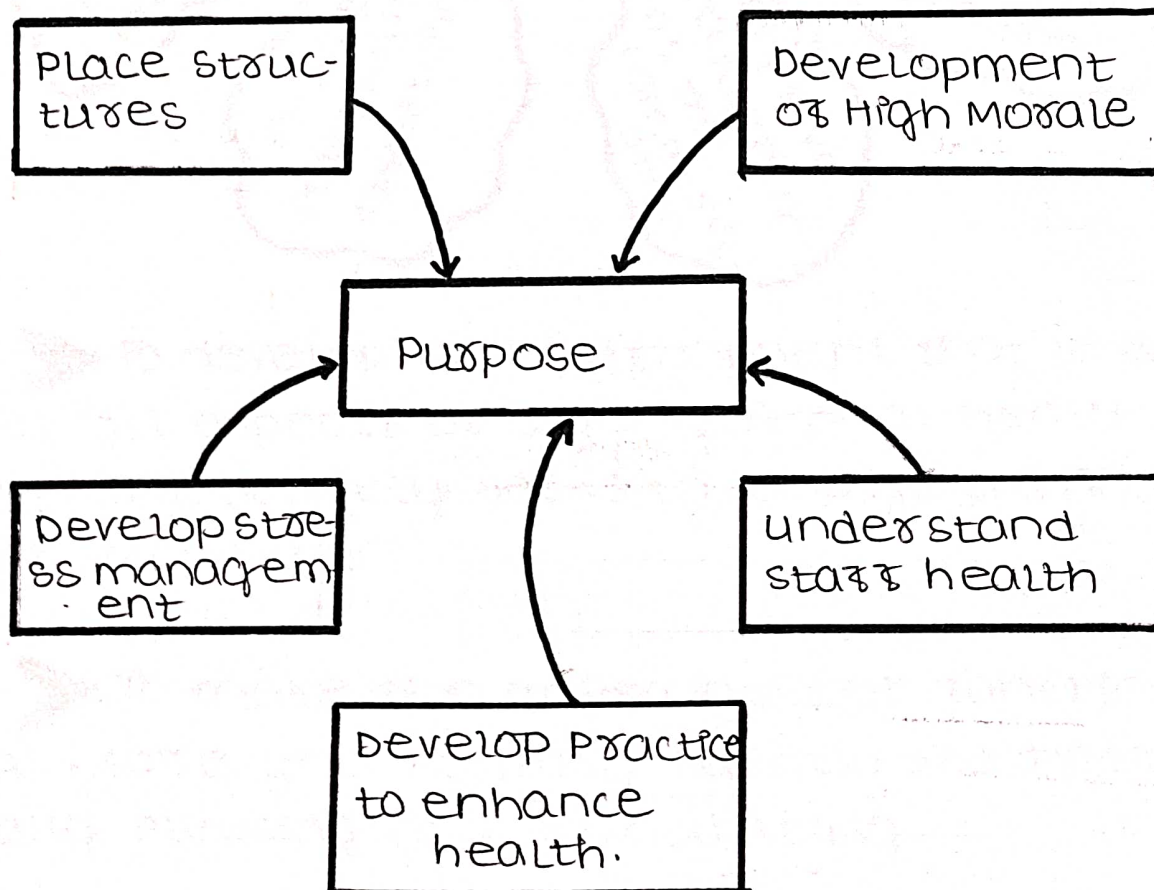


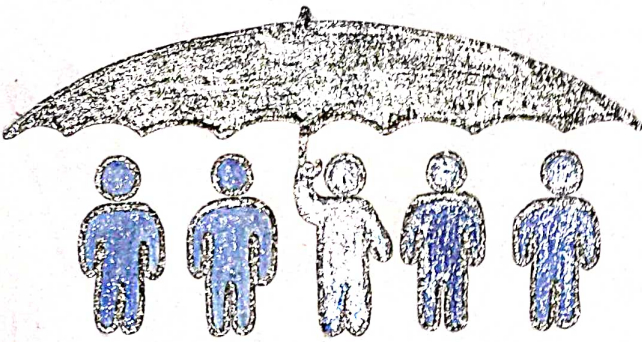
➤ To put in place structures and processes which are supported by school administration.

➤ To develop a staff understanding of stress and how to manage it.

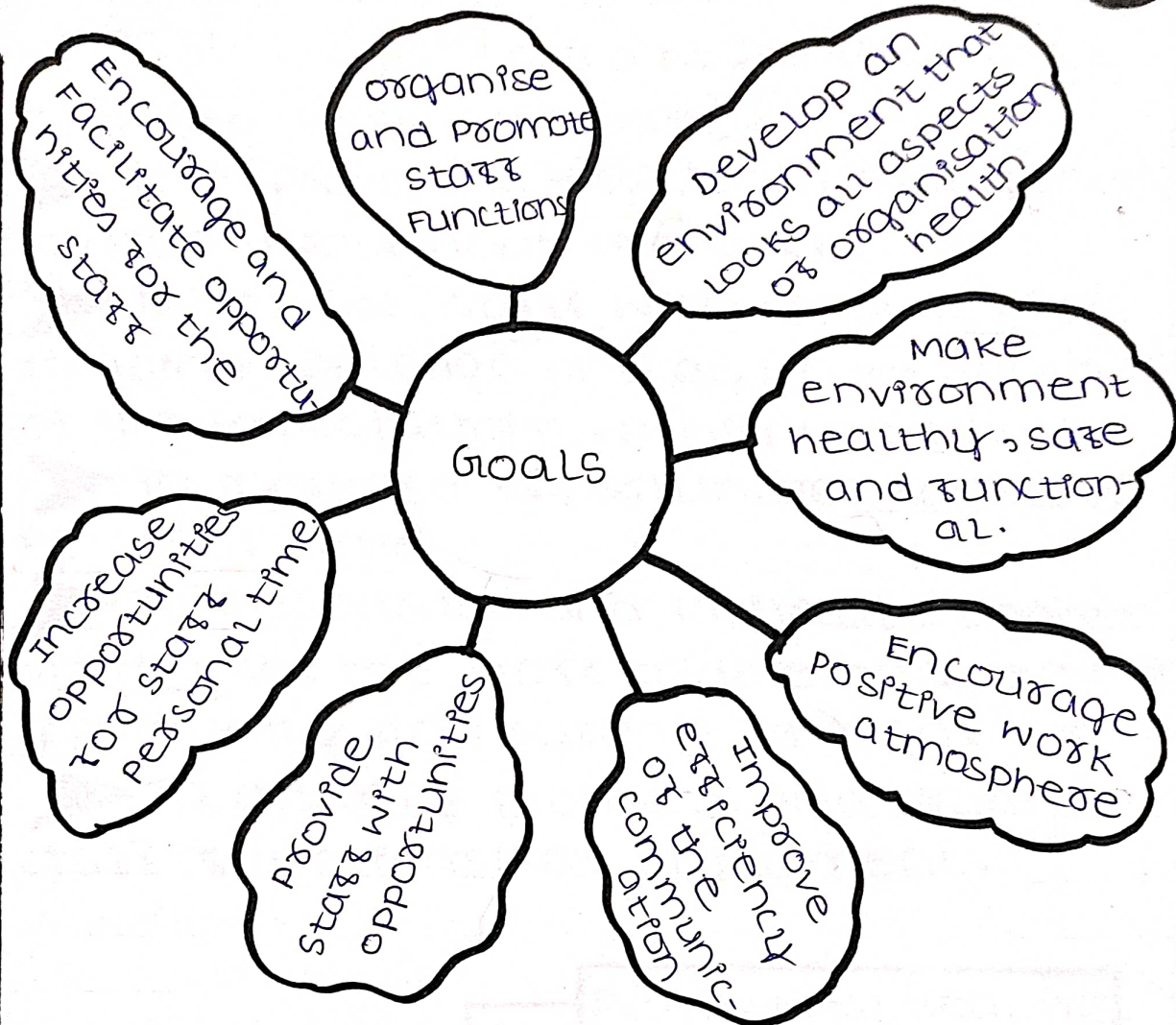
➤ To gain an understanding of the staff health and well-being components.

➤ To support staff to develop practices that will enhance their health.





GOALS



➤ To develop an environment that looks at all aspects of organizational health and proactively seeks to support staff development.

➤ To make the environment functional, safe and healthy but also aesthetically pleasing and stimulating.



➤ To encourage positive work atmosphere that encompasses a healthy balance

between work and home.

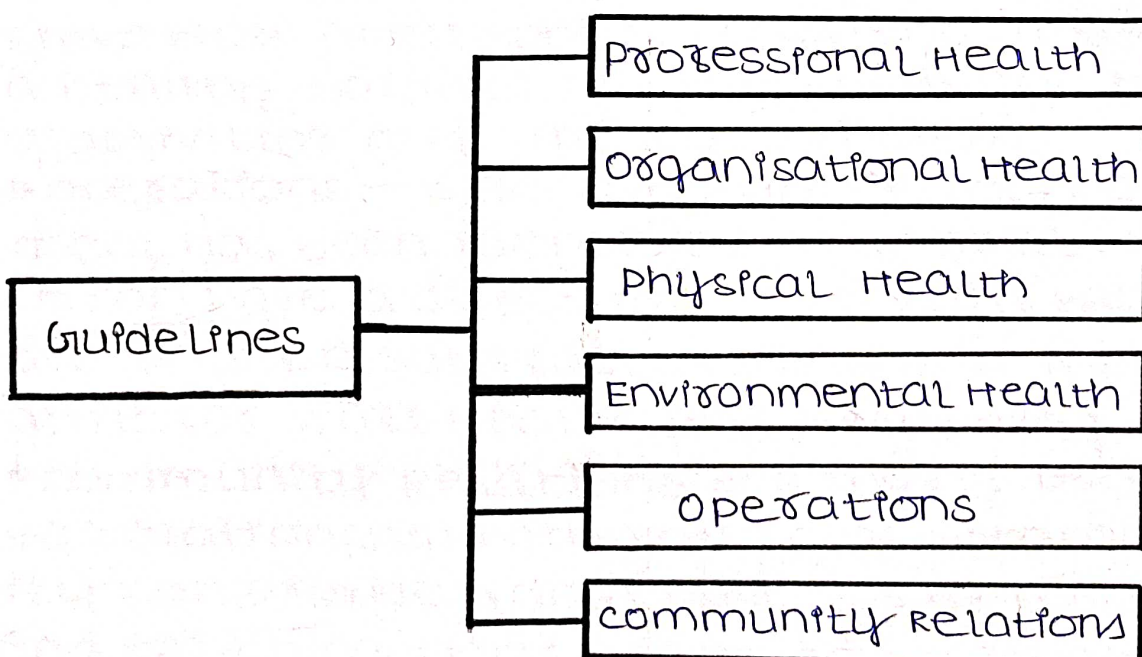
➤ To improve the efficiency of communication throughout the school.

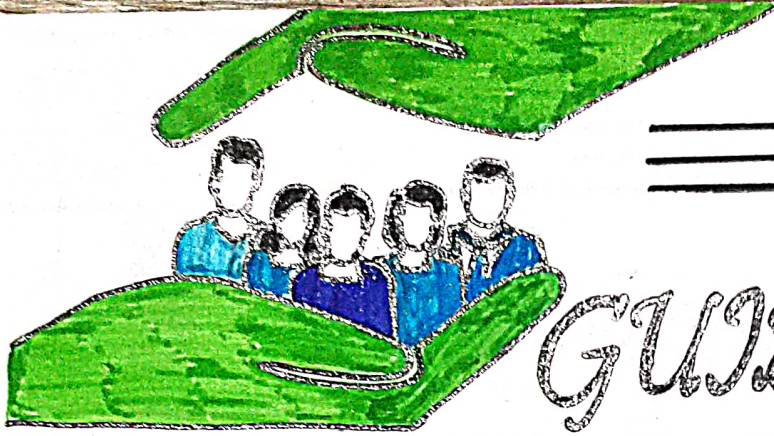
➤ To provide staff with opportunities to gain knowledge and an understanding of the expectations within the school.

➤ To increase opportunities for staff personal time.

➤ To encourage and facilitate opportunities for the staff to develop a sense of community and support of each other.

➤ To actively promote and organise staff functions for enjoyment.





GUIDELINES

The following categories make up the total health and well-being of the school :-

- **Professional Health** — It takes into account the relationship between professional growth, job, enrichment and morale. The employee understand his/her role at work and how this fit the goals of the school.
- **Organisational Health** — specific variables that relate to organisational health include : - (a) Discipline (b) communication (c) curriculum coordination (d) Goal congruence
- **Physical Health** — An environment that is functional, safe and healthy as well as aesthetically pleasing and stimulating.
- **Environmental Health** — It fosters a positive work atmosphere, that encompasses a healthy balance between work and home activities and life style choices.
- **Operations** — Effective system management has been identified as an area which can have a direct impact on staff welfare and job satisfaction. It is also imperative for staff health and well being.
- **Community Relations** — A strong positive relationship with the local community can provide a good basis for extending and enriching staff health and well being.

Implementation

To assist the school in continuously developing staff health and well being, the following strategies will occur to ensure the promotion and provision of a healthy work environment -

➤ Each year the staff survey for the annual report will be analysed to identify the needs of the staff.

➤ An annual strategic plan will be developed to address the needs of the staff and areas of concern.

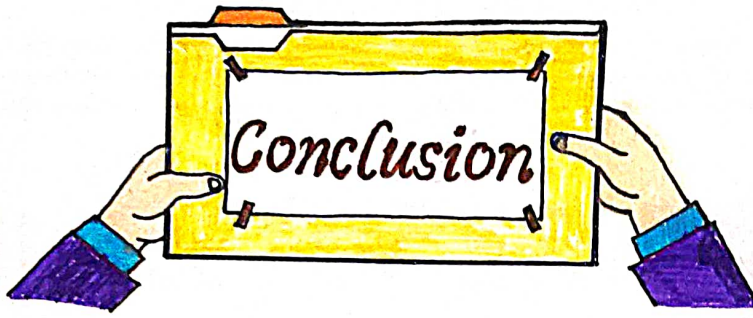
➤ An annual staff reflection process will be utilised to address appropriate issues with the school.

➤ Meeting structures will be rationalised and planned to address needs.

➤ Staff health and wellbeing will continue to be a priority for the leadership team.

EVALUATION

o Each year the areas of staff health and wellbeing will be audited using the staff opinion survey data



CONCLUSION

After considering the importance of staff welfare services in schools and examining various factors it can be concluded that implementing comprehensive staff welfare services is crucial for creating a positive and conducive work environment for the teachers and staff members. One of the significant benefit is the improvement of teacher retention and job satisfaction. In conclusion, the implementation of staff welfare services in school is essential for creating a nurturing and supportive environment for teachers and staff members.

Reference

➤ Panda Mitali D & Biswas Rakhee Bopla
(2016), Assessment for Learning, Asher
Publishers.



[Signature]
27.5.2023
DR. SOURAV DAS
ASSISTANT PROFESSOR IN BENG
SILIGURI B.Ed. COLLEGE