

POLICY ON SCHOOL MANAGEMENT COMMITTEE

INTRODUCED:	April, 2018
REVIEW 1:	April 2021
REVIEW 2:	April 2023
REVIEW 3 :	April 2025
NEXT REVIEW :	April 2027

DEFINITION:

School Management Committee (SMC) is a form of community interaction and involvement in school functioning. The idea behind the formulation of SMC is to involve communities to take an active role in the planning, implementation and monitoring of developmental programmes for the school.

PURPOSE:

- Monitoring the working of the school;
- Preparing and recommend school development plan;
- Monitoring the utilization of the school budget

POLICY FRAMEWORK:

Composition of school management committee:

The school will not have more than 21 members in its school management committee.

The school management committee shall include the following members.

1. The Principal of the school who will be the member secretary of the school management committee.
2. Chairman of the school
3. Two members from the SLT
4. Two parents of the students enrolled in the school (one father and one mother).
5. Two teachers of the school.
6. Two persons nominated by the school. One of them should be a female. They should be teachers of any other school or college.
7. Two members nominated by the school.
8. At least 50% of the members should be women.

Tenure of the School Management Committee:

The term of the members of the School Management Committee will be of three years. A member can be re-nominated for another term however the member cannot remain in committee for more than two terms except the members of the school.

Powers and Functions of the School management committee:

- The committee should supervise the activities of the school for its smooth functioning.
- It will work according to the specific directions given by the board regarding admission policy. However it will also consider the ADEK regulations and ensure that admissions are made on merit, without discretion of gender, disability, religion, race, caste, creed and place of birth.
- It shall look into the staff welfare of the school.
- It shall involve both short term and long term goals of the school.
- It shall be involved in making appointments of teachers and non-teaching staff.
- It shall take stock of the academic programs and progress of the school without overriding the academic freedom of the Principal.
- It shall review the budget of the school presented by the Principal.
- It shall ensure the safety and security of the children and staff of the school and give directions for improvement.
- It shall look into the grievances of the teachers and staff and dispose such grievances in accordance with applicable rules.
- The school management committee will meet at least twice in an academic session.

Amendments:

Review 1	No Changes
Review 2	No Changes
Review 3	No Changes

Principal
Mr. Paramjit Ahluwalia

