

ACTING PRINCIPAL'S REPORT

(for the month of February)

1. STATISTICS :

1.1. Enrollments -

	CLASS	BOYS	GIRLS	TOTAL
1.	NURSERY	4	4	8
2.	LKG	2	6	8
3.	UKG	1	6	7
4.	I	4	3	7
5.	II	0	0	0
6.	III	5	3	8
6.	IV	7	4	11
7.	V	7	3	10
8.	VI	2	3	5
	TOTAL =	32	32	64

1.2. Total working days (including Saturdays) - 21 days

1.3. Holidays - 1 day (Maha Shivratri)

1.4. No. of staff meetings (General and Admission Campaign) conducted - 9 times

1.5. No. of meetings had with Director and Executive Director - 4 times

1.6. New Teachers/Staff joined - 3

1. Rina Sangma (Supporting staff) - 1st February 2023

2. N Silvia Touthang (Teacher) - 6th February 2023

3. Pouguanlung Kamei (Campus Maintenance Assistant) - 22 February 2023

1.7. Theme of the month - Considerate

1.8. Circulations : 2

1.9. No. of Condolence attended : 1

Name of the student - Laiyalina Kalita of LKG, Grandmother expired On date 04-02-23.

Address- Mairapur

Staff who attended :

1. Md. Rebecca
2. Miss Rumi.
3. Miss Rijumoni
4. Md. Neilenkim.
5. Sir Henminthang.
6. Sir Letkhongam.

1.10. No. of staff Interviews attended - 3

i. Siamminthang Thangzalian — Physical Education - 17th Feb 2023

ii. Subrat Rabha— Science Teacher—17th Feb 2023

iii. Mrinalini Kachari - Language Teacher—20th Feb 2023

2. TEACHING & LEARNING :

2.1. Lesson Plan Orientation : Lesson plan format are checked and reviewed on daily basis. The weekly plan and planning for different types of teachings were orient.

2.2. Teacher's Class Observation : Teacher's class observation was carried out from feb. 13 till feb. 18. A thorough observation report was sent to all the teacher's for their personal reflection and evaluation and the same major wrong doings were discussed in general during teacher's meeting.

2.3. SA(Summative Assessment) 2 : The Summative Assessment 2 was scheduled from Feb. 27th to March 9. The question format for the exam was circulated to the teachers as blue print.

2.4. Teacher's wise subject distribution : Subject wise subject distribution was made for all the existing staff. All the teacher's were assigned for a subject from Nursery to class VIII to developed the entire year distribution of syllabus.

2.5. Smart Board/Interactive flat panel demonstration : ExtraMarks the EduTech company came and showed various facilities which can be enhanced by the teachers while accessing to smart board.



2.6. Hybrid class/Computer practical class/Library Class : With the aim to enable our students achieve the highest and the best education a Hybrid class, computer practical class and Library class was initiated. All the students and teachers were equally excited and we could see many changes in the students cognitive skills. This will be continued in a regular basis in our next academic session too.



2.7. PTM : Parent-Teacher Meet : Parent-Teacher meet was held on 17th February 2023. The students progress and performances were discussed by their respective class teachers to the parents. Feedbacks forms were given and the parents mostly appreciated the school management and the teachers.



2.8. Theme of the Month & Thought of the day : Theme of the month is introduced. Basing on the theme, each day new thoughts is implemented.

Thought of the Month **March : CONSIDERATE**

Date	Thoughts
6	He who doesn't consider himself is seldom considerate of others. - David Seabury
7	The habit of being uniformly considerate toward others will bring to you increased happiness. - Grenville Kleiser
9	Real strength entails being considerate and supportive of people's feelings. Mary Kay Ash
14	Be kind and considerate with your criticism, It's just as hard to write a bad book as it is to write a good book. - Malcolm Cowley

3. TEACHERS' TRAINING/INTERACTIONS :

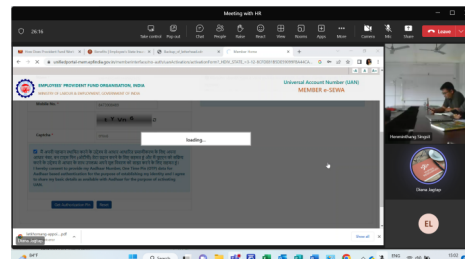
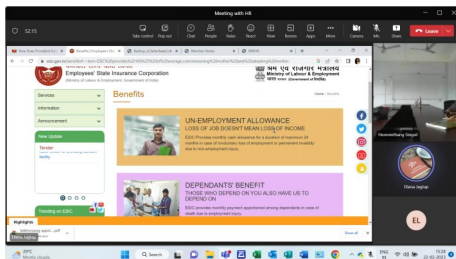
3.1. Training on Library Set up : On February 9-11 2023, a training on setting up a Library was conducted. Mr. Hengoumang Hangsing (Trainer/Instructor) who is currently serving as a Librarian in Don Bosco College, Kohima Nagaland was the resource person. Ma'am Neilenkim Vaiphei (Administrative Assistant cum Library in charge) and Daniel Sona (Office Assistant) was apart of the Training program. A very impressive outcome was seen through the training session.



3.2. Training on Soft Board : Training on how to maintain and what should be the content of the soft board was discussed and an orientation was held. The teacher will start with the soft board works from 13to 18 March 2023.

3.3. Training on Strategic planning of syllabus : Training on Strategic Planning of Syllabus for the whole academic year was discussed and demonstration of the same was given. An Online excel sheet was created to fill the syllabus on the respective subject and classes, the orientation of the same was given.

3.4. Training on EPF and ESIC/Mediclaim : This training was given to the staff who are under the pay roll. Ms. Diana, HR of Oasis India conducted the training on 22nd Feb 2023 and a thorough explaining on the topic was given to the staff.



4. GENERAL UPDATES/ACTIVITIES :

- 4.1. Staff ID cards were made for the new joinee staff of Oasis Academy.
- 4.2. Holidays/Events list for teaching and non teaching staff was made.
- 4.3. Website development/update is done once/twice in a weekwith the help of IT Incharge Mimin Kipgen.
- 4.4. Textbook NCERT from Class VI-VII , Note books and some private publication books has arrived in the school and counted for selling.
- 4.5. School Uniforms order is made and the same will be delivered in second week of March.
- 4.6. Softboard of 24 nos for inside and outside the school is fixed and ready to use.
- 4.7. Cash receipt book which includes hostels, admissions, payment receipts, fees coupons and all other necessary receipt books were print.
- 4.8. Facebook is updated timely by the media team.
- 4.9. School Dairy/Manual for students are printed and is ready for sale.
- 4.10. Library stationeries (Book supporter/accession book/registers/several cards/stickers) were printed for maintenance of Library.
- 4.11. Library rules and regulations are also made.
- 4.12. Three new students has join the school provided transportation. Agreements of the same is made with their respective parents. Now in all there are 6 students availing school car.

4.13. School Policies is created and updated as per ED's direction, two rounds of sitting was held with Diana, HR, Oasis India.

4.14. WhatsApp group for NC Hills campaign team was created.

4.15. School Inauguration meeting was held and many things were sorted.

4.16. Parents/Students testimonials were collected and updated in networking sites.

STUDENT TESTIMONIAL

My teachers teaches and train me so well to draw out the best in me and I am developing day by day. I am so lucky that the school provides a platform where I can expose my talent and explore the in depth me. Much honored to be student of Oasis Academy.

ESTHER LENFAI, CLASS VI
Oasis Academy, Mairapur, Rani (Kamrup District) Assam

STUDENT TESTIMONIAL

I feel so secure here in Oasis Academy, my teachers enabled me to learn and complete my class curriculum from scratch. They also provide all love and moral support which has enabled allround growth of mine.

RUMI RABHA, CLASS VI
Oasis Academy, Mairapur, Rani (Kamrup District) Assam

STUDENT TESTIMONIAL

My school has provided an amalgamation of academics, self development, extra activities and much more. I love studying here under the guidance of highly dedicated teachers who teaches us so well and never give up on us. I am happy and content to be a student here.

BOBBY, CLASS IV
Oasis Academy, Mairapur, Rani (Kamrup District) Assam

PARENT TESTIMONIAL

“Oasis Academy is one of the best educational institution I have came across. Student get an all-round development while studying here, be it course curriculum , behavioral skills and physical capabilities. Teachers and management of Oasis Academy are very caring and assertive to each of the students.”

PRATIVA SWARGARY MOTHER OF SHIKHA SWARGARY
Oasis Academy, Mairapur, Rani (Kamrup District) Assam

PARENT TESTIMONIAL

“We are truly excited to mention that this school was a great choice for our child. The school and its teaching faculty have extended their full support in making our child feel secure and at home. All class and extra-curricular activities are conducted exceptionally well. The portions are covered at such a pace that, the students don't feel burdened. I extend my sincere appreciation to the school Principal, Teachers and all staff.”

VINSHAL SINGH FATHER OF VIBHAS SINGH
Oasis Academy, Mairapur, Rani (Kamrup District) Assam

4.17. Invitation cards were printed for General Parent-Teacher Meet.

Invitation

OASIS ACADEMY
Mairapur, Rani (Kamrup District) Assam - 781131

Management Staff of Oasis Academy request your esteemed presence on the

GENERAL PARENT-TEACHER MEET

Date: 11th MARCH 2023
Time: 11:00 AM
Venue: SCHOOL MULTI-PURPOSE HALL

NOTE: This meeting is a general PTM and is not limited to our school parents only.

To: Rev/Dy./Mr./Mrs/Ms _____

4.18. Teacher's Children/Siblings concession form were made.

4.19. Transfer certificate and forms were made.

OASIS ACADEMY
Mairapur, Rani (Kamrup District) Assam - 781131

LEAVING/TRANSFER CERTIFICATE

School Code: _____ Date: _____

Certified that [Name] (Son/Daughter of [Name]) was admitted in this school on [Date] and left the school on [Date]. Class in which he/she was studying [Class]. Reason for leaving [Reason]. Other date of birth as recorded in the Admission Register is [Date].

Reason for leaving:

1. Ex-Birth
2. Completion of School Course
3. Other Reason _____
4. Other Reason _____

Principal _____

OASIS ACADEMY
Mairapur, Rani (Kamrup District) Assam - 781131

CONCESSION FOR BROTHER/SIBLING/RELATIVE/NEPHEW

Block No. _____ Admission No. _____

1. Name of child _____
2. Father/Mother Name _____
3. Address of child (Block No. Village Name, Gram Panchayat, District Name)
4. Address of parent (Block No. Village Name, Gram Panchayat, District Name)
5. Date of the admission in the school with date _____
6. Date of the concession (Block No. Village Name, Gram Panchayat, District Name) _____
7. Reason for concession _____
8. Class in which the child was admitted in the school _____
9. Class in which the child is now studying _____
10. Date of the concession _____
11. Number of admission sheet _____
12. Date of the concession _____
13. Name of the child _____
14. Name of the parent _____
15. Address of the parent _____
16. Address of the child _____
17. Date of the concession _____
18. Date of the admission _____
19. Date of the concession _____
20. Reason for the concession _____
21. Any other remark _____

Principal Signature: _____ Date: _____

5. SCHOOL ADVERTISEMENT, PROMOTIONS & ADMISSION CAMPAIGNS

5.1. Advertisements materials : Pamphlets of 500 nos were print out from the school itself. Brochure of 200 were ordered for Admission campaign. Banner of 6 nos were also order for the campaign. Banner with wooden border of 90 nos were ordered for second phase admission campaign.

আ' এছিছ একাডেমী
উপায়ু, ৰানী (কামৰূপ জিলা)

নামভাৰ্তি
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মাহাত্মা গান্ধী
আমি প্ৰদান কৰি
কৰি দিব
আমি কেতিয়া
ইতিহাস হৈছে তুমি
ইতিহাস হৈছে তুমি
মহান ইতিহাস লিখিব পাৰিব

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www.oasisacademyindia.org

OASIS ACADEMY
MAIRAPUR, RANI (KAMRUP DISTRICT) ASSAM - 781131

NURSERY TILL CLASS-VIII
ADMISSION 2023
OPEN 2024

Your Child DESERVES THE BEST EDUCATION

WE PROVIDE

- BOARDING FACILITIES
- FOOTBALL FOR LIFE (FFL)
- INTERACTIVE & ENGAGING ACTIVITIES
- FUN EXCITING LEARNING ENVIRONMENT

CONTACT US

OASIS ACADEMY
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5.2. School promotional video : Mimin Kipgen, the IT incharge of Oasis Academy has release the video. It is upload-ed in youtube and the link is shared and circulated across facebook, website and Whatsapp.

5.3. Teacher advertisement flyers : The revised Teachers requirement flyers were made and circulated.



5.4. Second phase admission campaign (in and around school, Mairapur, Rani) : Second phase admission campaign was carried out in and around Mairapur, Rani area. The staff were divided into two group lead by Rev. Lempu (Group 1) and Mr. Hentinthang (Group 2). The campaign was held from Feb. 4 to Feb. 10. The outcome was positive.



5.5. Second phase admission campaign (NC Hills & Karbi Anglong) : NC Hill Admission Campaign at Halflong, NC Hills and Diphu, Karbi Anglong, Assam.

Team Members: Rev. Lempu Vaiphei, Ms. Vahneichin Hanneng & Rev. Thangminlun Vaiphei

Day-1 : The team left the campus on 17th February 2023 morning at 07:00AM and reach Mahur around 2:30PM. As ED suggest-ed, the team met Adv. Joel, who is a social activist and vibrant in the community. After meeting him and briefing the purpose of our visit, he was very excited about the School project and willing to help in campaign work to carry out in Mahur area. Then the team proceed to Halflong and meet Rev. Lampu Doungel, Executive Secretary of Holy Christ Church. He is impressed by the school project and willing to help us to spread the school to their church members.

Day-2 : On the second day (i.e. 18th February 2023) the team began the campaign work at 9AM putting up the banners and flyers in Halflong Town and reaching out villages nearby Halflong town. First, the team went to Fiangpui Village and met Mr. Venyl Biate, the Secretary of Fiangpui Village Council and share the school project. He was very delighted for our visit and call the youth leaders in their village to help us in putting up the banner and flyers. After the work is done in Fiangpui, the team proceed to Molhoi and met some elders and share about the school project. They are happy to hear the school project and assist team to put banners and flyers in their village. The team then proceed to Khongsai and met Mr. Jerry Changsan, Chief of Khongsai. The team share the purpose of their visit and about the school project, the Chief was happy about it and promise to help in promotional work and took school materials to be put in their village.

The team then visited Gilgal and met Pu Thanga, the President of Zillai, Assam. He is very excited about the school project and assured the team to help in promoting the school even to the entire villages of Assam. The team were invited to join the church service and Rev. Thangminlun Vaiphei share about the purpose of their visit and holistic development that the school focus for the child's growth. The members were happy about the project and some enquire about the admission process and fees structure after the school.

Day-3 : On the third day (i.e. 19th February 2023), the team went to attend the 45th Kuki Christian Church Assam Synod Conference at P. Leikul. The team were well received and were introducing during the Conference. The team share the purpose of their visit to the leaders after the service and the women Secretary was entrusted to coordinate with us. School brochures and flyers were handed over to her. Some people share their interest to send their child and asked for the fee structures. All informations about the admission and fees were shared to them. In the evening the team return to the Halflong and rest for the day.

Day-4 : On the fourth day (i.e. 20th February 2023), the team proceed to Diphu, Karbianglong District of Assam. The team reach around 4.30PM and met Mr. Lempu Vaiphei, Chairman, Diphu Presbyterian Goan. The Chairman arrange a meeting with Mr. Thathang, President, Kuki Student Organization, Karbianglong. The team share about the purpose of their visit and they were willing to help the team as it relates to education purpose. The team handed over to them brochures and flyers and they ask for more banner and 4 copies of banners is printed as per their suggestions and handed over to them. The team then proceed to Manja and meet some community members and handed school flyers and brochures. After all the meetings are over, as it was not safe to return to Guwahati in the late night, the team went down to Dimapur for a night stay. The team were hosted by the Principal's presents .

Day-5 : After a peaceful night the team had with Principal's family, the team return to Guwahati on 21st February 2023 and reach the campus in the evening around 4:00PM.

Outcome of the campaign : The team reached out communities in two hill districts of Assam, i.e. NC Hills and Karbianglong. This heightens school's visibility to the communities. There are many positive feedbacks received from the community members and some shared their willingness to send their children to the school. This campaign is also to build relationship with the communities.



THANK YOU !

Submitted on : 3rd March 2023

Report submitted by,
Lamtinneng Haokip
Acting Principal
Oasis Academy