

**GOVERNMENT OF MEGHALAYA  
EDUCATION DEPARTMENT**

**NOTIFICATION**

**Dated Shillong the 20<sup>th</sup> December, 2024.**

**No.EDN.168/2010/169** :-In order to ensure smooth conduct of the Academic Session 2025 in all the schools of Meghalaya, the undersigned hereby notifies that all Schools should follow the following **School Calendar** and the instructions mentioned below. Any violation of the below mentioned would result in appropriate action to be taken against the concerned institution.

**1. School Calendar for Academic Year 2025:**

<b>Activity/Action</b>	<b>Dates</b>
Start date of Academic Session	10 <sup>th</sup> February, 2025
Meghalaya Class Readiness Programme	For Class I to V: 10 <sup>th</sup> February 2025 to 7 <sup>th</sup> March 2025 For Class VI to X: 10 <sup>th</sup> February 2025 to 28 <sup>th</sup> February 2025
Half Yearly Examination	To be decided by respective Schools
Final Examinations for Class VI to IX	DSEL to announce the schedule and coordinate the conduct of examination and uploading of evaluation in the Web Portal. DERT/MBOSE to prepare the question papers.
End Date for Pre-Primary Academic Session	28 <sup>th</sup> November, 2025
End Date for Class-I to XII Academic Session	17 <sup>th</sup> December, 2025
Winter Vacations	Starts from 18 <sup>th</sup> December, 2025

Provided that the Private Schools, i.e. all the schools except the Government Schools may determine, with an intimation to the concerned DSEO, the end date for the Pre-primary and Classes I to XII Academic Session subject to adherence to the minimum working days and instructional hours as specified in para 2 below.

2. **Minimum Working days/Instructional Hours:** As per the Right of Children to Free and Compulsory Education (RTE) Act, 2009 the following minimum Working Days and Instructional Hours shall be adhered to:

	<b>Working days</b>	<b>Instructional Hours</b>
<b>Classes I to V</b>	200 days	800 hours
<b>Classes VI to X</b>	220 days	1,000 hours

3. **Meghalaya Class Readiness Programme:** Foundational Literacy and Numeracy (FLN) is a key initiative under the National Education Policy (NEP) 2020, designed to lay a solid foundation for a child's educational journey. Equally important are

the learning outcomes for higher classes, which are essential for academic success and future employment. Learning outcomes refer to the knowledge, skills, and abilities that students should have and be able to demonstrate by the end of each grade. The performance of Meghalaya's students in the National Achievement Survey (NAS) has been concerning, highlighting the need for improvement. To address this, all schools are required to dedicate the first four weeks for Classes I to V, and three weeks for Classes VI to X, exclusively to enhancing learning outcomes. The necessary materials for this programme will be distributed electronically to all teachers in the state. The objective is to ensure that students, particularly those struggling, acquire the necessary competencies to progress through their classes without difficulty.

4. **School Holidays:** Apart from the Winter Vacation mentioned above, only the holidays as notified by the State Govt vide Order No.GAA.67/2024/47 Dated 16<sup>th</sup> October,2024 are to be observed. No other days shall be declared as school holidays by the school authorities without the approval of the government.
5. **School Timings:** All schools are to adhere to school timings and plan it in such a way that sufficient instructional hours are there to comply with the provisions of the RTE Act. For all government schools of different categories, the timings are indicated below. All other schools are also advised to schedule in a similar way.

Sl.No	Type of School	Timing
1	Govt Lower Primary Schools	9 AM to 1 PM (4 hours)
2	Govt Upper Primary Schools	9 AM to 2 PM (5 hours)
3	Govt Secondary Schools	9 AM to 3 PM (6 hours)
4	Govt Higher Secondary Schools	9 AM to 4 PM (7 hours)

Schools located in Shillong & Tura which have been advised by their respective District Administration on staggered timings, shall intimate the same to the Director of School Education & Literacy.

6. **Morning Assembly:** All schools shall also have morning assembly session at the beginning of the school day which should be entirely conducted by the students which will give them an opportunity to improve their communication skills. The following suggestions can be incorporated to make these assemblies for productive:

5.1 One student from the senior classes shall read about the important news and current affairs items every day.

5.2 One student shall share with everyone "Thought of the Day". These shall primarily be about motivation and morale boosting.

5.3 The Principal or Teachers of the school may address the gathering to talk about any matter requiring urgent attention of all students.

5.4 A suitable Student Pledge can be taken by all students which should emphasize on Discipline, Conduct, Punctuality and Compassion.

7. **Syllabus & Lesson Plans:** 100% syllabus to be followed as applicable for all levels and all necessary planning should be made to ensure completion of syllabus in time. Teachers should prepare their lesson plans accordingly. Schools should also ensure that apart from academic classes, timings are also fixed for Sports and Library periods.
8. **Bagless Days:** Every school shall observe 10 Bagless days throughout the academic session for Class 6 to Class 12 on which the students will come to school without their bags and shall be engaged in co-curricular activities as indicated below. The dates on which the school desires to observe these days are to be decided by respective schools.

Sl.No	Bagless Day No	Suggested Theme/Activity
1	Bagless Day 1	Kitchen Gardening & Plantation
2	Bagless Day 2	Career Counselling
3	Bagless Day 3	Tourism related projects and activities
4	Bagless Day 4	School Beautification and Cleaning Drive
5	Bagless Day 5	Library and Reading Day
6	Bagless Day 6	Environmental awareness and Eco Club Activities
7	Bagless Day 7	Health and Nutrition Day
8	Bagless Day 8	Life Skills Day
9	Bagless Day 9	Music, Art & Culture.
10	Bagless Day 10	Sports and Games activities

9. **Adopting Formative Assessments:** Schools shall take steps to ensure that we gradually move towards formative assessments as suggested by National Education policy (NEP) 2020. In order to ensure this, the schools may plan to have assessments or unit tests from time to time. It is suggested that monthly or quarterly assessments should be adopted. Regarding the final examinations for Classes I to IX, the Directorate of School Education and Literacy (DSEL) will announce the schedule for all schools under the State Board and oversee the uploading of marks to the web portal. The results of the Final Examination conducted by all schools must be immediately uploaded on the UDISE Portal using the school logins.
10. **Parent-Teacher Meetings (PTMs):** As laid down in Section 24(e) of the Right of Children to Free and Compulsory Education (RTE) Act 2009, all schools shall hold regular meetings with parents and guardians and apprise them about the regularity in attendance, ability to learn, progress made in learning and any other relevant information about the child. It is suggested that these meetings be held at least once a year and the same can be organized on the Result Day of the school.

Scan the QR Codes given below for more detailed guidelines prepared by  
DERT, Meghalaya



Bagless Day Guidelines



Morning Assembly Guidelines



Teacher Led Assembly Guidelines



PTM Guidelines

This has the approval of the **Competent Authority**

Sd/-  
**(Vijay Kumar Mantri, IAS)**  
Commissioner & Secretary to the Govt. of Meghalaya  
Education Department

**Memo.No.EDN. 168/2010/169-A**

**Dated Shillong the 20<sup>th</sup> December, 2024**

Copy for information to:-

1. P.S. to the Hon'ble Chief Minister of Meghalaya for his kind information.
2. P.S. to the Hon'ble Deputy Chief Minister of Meghalaya for his kind information
3. P.S. to the Hon'ble Minister of Education Govt, of Meghalaya for kind information.
4. P.S. to the Chief Secretary, Govt, of Meghalaya for kind information.
5. Commissioner & Secretary, to the Govt, of Meghalaya, Health & Family Welfare Department, for information
6. Secretary to the Govt, of Meghalaya, Education Department.
7. Under Secretary to the Govt, of Meghalaya, Home (Political) Department for information.
8. The Director of Higher & Technical Education, Meghalaya, Shillong for information.
9. The Director of Educational Research & Training, Meghalaya, Shillong for information.
10. The Director of School Education & Literacy, Meghalaya Shillong for information and necessary action.
11. The Chairman, MBOSE, for information & necessary action.
12. The Director of Information & Public Relation, Meghalaya with a request to published this Notification in all the leading newspaper.
13. The All Deputy Commissioner, Meghalaya for information.
14. The Joint Director, MBOSE for information & necessary action.

By orders etc.,



Special Officer to the Govt, of Meghalaya  
Education Department