Teaching is an art. Rajeev Ranjan

Checklist for Maintaining Discipline in the Classroom

Fortnight Checklists for *Discipline, Attendance, Sincerity, Behaviour, Values towards persons and property, Cleanliness*

From Date & Month---------- To Date & Month----------Class----------Class teacher ----------

SN	Student Name	5 Points Grading scale for overall observation 1,2,3,4,5					5 Points Grading scale for overall observation 1,2,3,4,5					Remarks for students- Share this remark to student as well as motivate/ encourage student to improve his/her weak areas	Total Marks

(1) Classroom: - Attend class regularly listen teachers , attentively, asks relevant questions, follow teachers' instructions, actively participate in group or individual activities, focus on study rather than talking with friends, disturbing others (2) Punctuality: - Submission of homework and class work on time (given deadline), always try to return back to classroom on time (3) Cleanliness & Neatness:- Self neatness(Cleaned and ironed uniform), proper nail and hair cut, polished shoes, actively involved in classroom/school cleanliness activities , encourage & help others to keep the classroom neat and clean, throw small papers/ rags in the classroom dustbin (4)Communication:-Politely speaking to friends and other school mates, know how to talk with elders, seniors, teachers, and family members(within the class and outside the class), (5) Value towards person and school property:- Do not fight with peers, respect individual's integrity, do not write on the student desk and classroom walls, do not pluck flowers, do not break table, chairs, tear pages of books, do not harm computer related articles, take permission before taking others items i.e. pen , pencil, books , notebooks