



**Bal Bharati**  
**PUBLIC SCHOOL**

Sector – 21, Noida  
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ION/09/2017-18

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**MODALITY OF WRITING LESSON PLAN DIARY**

- Each teacher to write
  - a) 01 Detailed Lesson Plan
  - b) 01 Weekly Lesson Plan
- Please note if she has four classes under her, she will not repeat writing the same class in the Second week of the month but instead will write it for alternative class.
- For e.g. if a teacher has written a detailed Lesson Plan for Cls 6, she will write for the next class in Second week and so on.
- For the Primary School, if a teacher is teaching more than 3-4 subjects per week, the teacher will attempt to write for two subject only per week.
- The idea is not to let loose the teachers but to ensure the teachers know, the technical nitty gritty of Writing Lesson Plan Diary.
- Kindly assembly in School Library on a 3<sup>rd</sup> Saturday to discuss further the modality of Lesson Plan Diary.

VPL, HM (Sr.), A.O. (Via e-mail)  
Staff (Via e-mail)  
Item Coordinators and related staff rooms  
Website, File

**Asha Prabhakar**  
(Principal)

स्वच्छ भारत  
एक कदम स्वच्छता की ओर