

APPENDIX 1

FORMAT FOR CASE STUDY SUBMISSION

The case studies written by the school head/principals should reflect **leadership initiatives in improving school quality**. The submission is to be made under any one of the following themes:

THEMES FOR THE CASE STUDY

- Leading changes in Self and others for improving school culture
- Leading Teams for quality improvement
- Instructional leadership in schools for transforming teaching-learning processes
- School Leadership for improving student learning and learning outcomes
- Leading ICT integrated teaching in classrooms
- School leadership for developing teachers as leaders
- Leading Innovations in Schools
- School leadership towards building effective partnerships with community for improving student learning
- School leadership for positive value development, life skills, citizen building and inculcating attitude towards lifelong learning among students

The case study may be written in maximum 2500-3000 words. It can be either in English or Hindi language. The case study need to contain descriptions as mentioned under each section

- **Section-1:** This section need to contain school head/principal's full name, designation, School Name, Address, Mobile number and email-id (functional). This section need to also contain the **Theme** under which the school head/principals are writing the case study.
- **Section-2:** This section need to contain description of the context of the school. This may include the geographical location of the school, the community the school is catering to, their occupation, their culture and belief systems and how the context impacts school's functioning and children's learning (*with relevant photographs as evidence*).
- **Section-3:** This section can describe **one or two** important challenges that the school head/principals had to face as a school leader and which had an impact on the learning of students. The section need to contain description of how the school head along with the team collaboratively worked to deal with the challenge and initiated the change. The section should describe the plan and strategies that they implemented in the school to deal with the challenge. The role of teachers, students and community in dealing with the challenge should also be added (*with relevant photographs as evidence*).

- **Section-4:** This section need to describe the outcome of the change/transformation that the school heads/principals have brought in their schools. The description need to be supplemented with suitable evidence in the form of data, photographs, testimonials etc. This section can include the voices of children, teachers and community as narratives describing the change and how it has had an impact on them (*with relevant photographs as evidence*).
- **Section-4:** This section can describe how school head/principals see themselves as a school leader today? The section need to explain how the school leader as an individual has undergone a change in his/her beliefs, attitudes and values after the journey of school transformation.

Photos used in the Case Study

Photos supplementing the case studies have to be **separately attached in the e-mail** with the following specification:

- Each photo has to be in **.jpeg** or **.png** file format
- Each photo needs to be in **HD** resolution (good quality) preferably

Please send your case study submissions and photographs to: ncsl.csl@niepa.ac.in

The last date for submission is **7th November 2019**.

APPENDIX 2

VIDEO DOCUMENTARY FORMAT

School heads/principals can send video documentaries capturing school leadership practices leading to improving student learning outcomes.

THEME FOR VIDEO DOCUMENTARY

School leadership practices leading to improvement in student learning outcomes

We invite submissions for Video documentaries that **ONLY** capture school leadership practices leading to improvement in student learning outcomes. For instance, videos could be developed on best leadership practices of the school head/Principals where he/she has initiated classroom process that address the diversity in classrooms and respond to differential learning needs of children. Documentaries could also be on school heads/Principal's role in developing teachers as leaders through professional development initiatives like observation of classes and giving feedback, coaching and mentoring and reflective practices leading to better learning outcomes among students. Video could be on school head/principal's leadership in mobilizing the community for improving the learning of children. The video can also be developed on the significance of professional learning communities and their role in improving student learning.

Please ensure that the video captures the **processes** that have led to improvements in student learning. Towards the end, the footage of the video need to contain voices of stakeholders which include students, teachers, parents, and SMC members that describe what they feel about the change initiatives and how it has had an impact on them.

Format for Video documentary

- Video length should be maximum of 5-6 minutes
- The footage shown should focus on the change process leading to improvements in student learning and learning outcomes
- Video should be self explanatory
- Video quality should be good. Video may be made with help from professionals or by self (School head/ teacher/ staff member)
- The language can be either English or Hindi, whereas subtitles can be in regional language

- The video should be supplemented by a brief write up of maximum 1000 words. The write up may include the following
 - Full name of the school head/principal
 - Designation,
 - School Name, Address
 - Mobile number and email-id (functional).
 - Description of the school context
 - The journey of transformation

Please send your video documentary submissions to: ncsl.csl@niepa.ac.in

Videos can be send in the format of an **.mp4/HD** format.

The last date for submission is **7th November 2019**.