

This may please be circulated to all aided High/Higher Secondary Schools under his jurisdiction.

Sd/- N. K. Roy

For Director of Public Instruction, West Bengal.

GOVERNMENT OF WEST BENGAL
Education Directorate, Secondary Branch

No. : 772-Edn.(S)
188-8/74

Dated : Calcutta, the 8th July, 1974.

To : The Director of Public Instruction, West Bengal.

Sub : *Pattern of teaching staff in the recognized Non-Government Secondary Schools under the revised pattern introduced from 1.1.74.*

The undersigned is directed to say that consequent or restructuring of secondary education in conformity with the national pattern and on introduction of revised curriculum and syllabuses from 1.1.74, the question of prescribing revised pattern of teaching staff has become necessary. The West Bengal Board of Secondary Education has calculated minimum number of periods per week required to cover the new syllabuses in different classes from V to X.

After careful consideration of the matter, Governor is now pleased to direct that with effect from 1.1.74 the number of teaching posts admissible to a school having classes V to X with only one section in each class shall be as follows :

Language Group (1st, 2nd and 3rd languages)4
Science and Mathematics3
Social Science (History & Geography)2
Work Education, Physical Education & Social Service2
Headmaster1
Total :	12

The maximum number of periods for a pupil, as at present, be limited to 39 per week. Subjects to this limit the Head of the institution may fix the number of periods for each class so as to cover satisfactorily the entire syllabuses prescribed for the class within the academic year. The teaching load for a teacher should normally be 36 periods per week, distributed as follows :-

- (i) Class-Room teaching - 25 periods (including occasional work for absentee teachers).
- (ii) Tutorial Class - 11 periods (including correction of home work).

All teachers should be involved in work education programmes. For such involvement two periods may be assigned to the teacher concerned with corresponding adjustment in the total teaching load per week.

Although the teaching posts have been shown against different groups of subjects, Head of the institutions should be suitable distribution of teaching load ensure full utilisation of the service of the teachers in the best interest of the school. It should be possible to achieve some degree of flexibility in adjustment of teaching load in subjects other than those requiring specialised knowledge.

Existing norms relating to size of a section and additional enrolment in the section with prior approval of appropriate authorities shall remain in operation. Additional sections may be permitted if the enrolment is steady over a period of at least three years. In case of fluctuating enrolment, the trend over a longer period should be watched. Teaching load should, as far as practicable, be distributed amongst the teachers in position. If, however, additional work load justifies appointment of additional teachers, sanction would be given initially for a limited period and appointment should be made purely on temporary basis against such posts.

Comment : For a six class unit Class X School 12 teachers as per subject stated above are admissible. Maximum number of periods for a subject teacher are restricted up to 25th periods per week. —Editor.

The minimum academic qualification of teacher should be Pass Degree with such combination of subjects as would enable the teacher to teach the school courses prescribed by the West Bengal Board of Secondary Education under the new curriculum. The existing orders relating to training qualification shall remain in operation until further orders. The minimum qualification for the Headmaster/Headmistress, Assistant Headmaster/Assistant Headmistress should be as prescribed under the existing orders. In case of teachers in Physical Education, Work Education and Social Service Group, the minimum academic qualification may be relaxed with the approval of the Director of Public Instruction. Such relaxation should, as far as possible, be granted only in case of teachers already in position. One of the teachers under this group should have recognised degree, diploma or certificate in Physical Education and one should have recognised degree, diploma or certificate in Art and Craft.

*In the language group the maximum number of posts, for which Honours or Master Degree may be admitted, should be limited, to 50% of the number of posts required for teaching 1st and 2nd languages. In the Science and Mathematics group, the maximum number of posts so admissible for teachers with Honours or Master Degree should be limited to 66% of the total posts sanctioned for that particular group. Teachers already in position who have been allowed higher scale of pay in conformity with the principle laid down in the G. O. No. 60-Edn(s) dated 15th January, 1972, should continue to draw pay in that scales. They should be gradually fitted into the new pattern.

Staffing pattern herein prescribed should apply also to the Higher Secondary Schools with suitable adjustment. With the abolition of Class XI, the teachers in position should be fitted into the new pattern keeping in view the declared policy of Government about absorption of teachers.

Sd/- B. N. Chatterjee, *Joint Secretary.*

GOVERNMENT OF WEST BENGAL
Education Department

No. 1044/SE

Dated : Calcutta the 12th February, 1975.

Sub : *Government Order No. 772-Edn(s) dated 8.7.74 regarding new staff pattern.*

The undersigned has to state that the question of admissibility of additional staff for High/Higher Secondary Schools having more than six class units has been examined and it has been decided that the following norm may be followed in respect of additional staff for institutions having more than six class units :

No. of class units	No. of teaching staff admissible
7	13
8	14
9	16
10	18
11	20
12	22
13	23
14	25
15	27
16	29
17	31
18	32
19	34
20	36

Comment : *(i) Language group (Vernacular, English subjects)—Master/Hon's degree : 50%
(ii) Science group (Math, Physical Sc. & Life Sc. subjects)—Master/Hon's degree : 66%. Teachers already in service enjoying higher scale of pay beyond above formula will be getting the higher scale of pay. —Editor