

## MOU BETWEEN DEENABANDHU TRUST & SCHOOL

### I. Background

Capgemini Pvt Ltd is a company engaged in the business of IT and Consulting Services and supports various initiatives towards betterment of the communities as part of its corporate social responsibility (CSR). Capgemini is presently working in school education domain by implementing 'Capgemini School Adoption' under its CSR initiative.

Deenabandhu Trust is helping provide education to poor children so that they can make a better life for themselves and their families. The majority of its programs/projects are dedicated to children's education and helping their dream to achieve a better future.

Deenabandhu Trust (DBT) has established a collaborative relationship with M/S Capgemini to work as a partner for the project 'Capgemini School Adoption' in Kolkata.

### II. Purpose

The purpose of this MOU is to establish initial agreements towards implementing 'Capgemini School Adoption' program and mechanisms for continuing cooperation between associated school and DBT to achieve the objectives of the program. The objectives of the project 'Capgemini School Adoption' are as follows

- A. To provide orientation and training to School authorities, teachers and SMC members on the Model school approach.
- B. To facilitate joyful and violence free learning environment.
- C. To enhance the learning levels of children in schools.
- D. To make school governance and management child centered.
- E. To ensure infrastructure in school is child friendly and safe.

The main activities to achieve each of the above objectives are briefed below.

**OBJECTIVE-A** i.e. TRAINING: The training sessions and awareness and orientation programs may be arranged to students, teachers, School Management Committee (SMC) members and staff members under the project on following subjects like child rights & gender, positive discipline techniques for child friendly classroom transactions, Right To Education (RTE) Act, Corporal punishment and the need for child friendly environment in the school

**OBJECTIVE-B** i.e. JOYFUL & VIOLENCE-FREE LEARNING: The joyful and violence free learning environment may be facilitated by understanding abuse, protection and violence, by arranging Information, Education and Communication (IEC) session on Child protection, quality education, IEC session on menstrual health and hygiene to adolescent girls in the schools (11 to 14 years of age) and sessions with children on self defense–martial arts, life skills, especially for girls for their own protection. The other activities like conducting Annual sports meet; observation of

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special days (e.g. International day of the Girl, Global hand washing day) and inaugurating other events may be helpful to attain the objective.

**OBJECTIVE-C** i.e. ENHANCE LEARNING: The learning levels of children in schools may be enhanced by imparting training to teachers on child centered activities, activity based learning, establishing libraries in the schools with appropriate reading and learning materials and setting up suitable infrastructure for e-learning in school.

**OBJECTIVE-D** i.e. CHILDCENTERED ACTIVITIES : To make school governance and management child centered the following activities like formation of the child forums in the schools, frequent meetings between the SMC Members, children and the government officials may be arranged.

**OBJECTIVE-E** i.e. INFRASTRUCTURE DEVELOPMENT: The school is child friendly and safe for the children may be ensured by providing first aid training, equipping schools with fire extinguishers and first aid kits to deal with emergencies, advocating with the government on safe drinking water & sanitation requirements (e.g. separate functional toilets for girls & boys) and any other infrastructural requirement (e.g. installation of hoardings at school/ work locations) pertaining to improving the overall academic environment.

### III. Implementation of Agreement

The purpose of the Program is to initiate different activities to achieve five (5) major objectives i.e. provide training, initiate joyful and violence free learning, enhance learning techniques, introduce child-centered activities and development of various infrastructure. There will be an overall development of the school by implementing programs on the guidelines enlisted below.

Provision of training towards overall personality development  
Provision for computer based education and other learning aids  
Equipping the teachers to adopt innovative techniques  
Focused program for enhancing reading /writing /computational skills  
All types of motivational efforts aimed at the students/staffs for achieving the goal of improved learning level  
Motivate and realize greater community involvement in the development of the school  
Provision for infrastructure such water, sanitary facility  
Periodic assessments for the standards achieved in the classroom

The school will get highly benefitted on introduction of these activities. The total fund allocation for the School towards implementing such program would be **Rs. 4.5 Lacs** during the first year. **Second year Fund allocation will be decided based on first year's implementation of the program. And or Second year Fund allocation will be decided on first year's effective compliance with the program.**

DBT team will be comprised of advisors, Program Coordinator and Community Organizers responsible for implementation of the program. Each community organizer will have a primary

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responsibility of the implementation of one of the objectives and secondary responsibility for the implementation of other objectives. Similarly each advisor shall have a primary responsibility as well as secondary responsibilities.

The Quarterly assessment reports need to be prepared by Community Organizers on their domain of specific responsibility. Coordinator will compile and submit overall quarterly report to the Chairman, DBT quantifying the progress in each area and achievement of the overall objective.

Headmaster/Headmistress (HM) of the School would be responsible for the program implementation. It is the sole responsibility of the Headmaster/ Headmistress (HM) & school management committee to obtain all necessary clearance from the school or Government Authorities as necessary for smooth implementation of the program.

A committee may be formed by the school would assist the HM towards implementation of the program. Each member of the committee will be in charge of one of the objectives and coordinate with corresponding Community Organizer in implementing the related activities to accomplish the specific objective.

The School would agree to:

- Carry out an outreach process as per the plan of the Program
- Submit a report to DBT from time to time about the progress of the activities
- Establish protocols that ensure the continuation of the program as per the specified duration
- Assist DBT members in obtaining information needed to carry out the Program
- Assist evaluation ensuring the availability of required information on a timely basis

#### **IV. Responsibilities of the School and DBT and mutual effort**

##### **Responsibilities of the School**

1. School to provide a dedicated Team of 3 to 4 teachers who would jointly work with DBT Team for the implementation of the program
2. School to assist in conversion of one classroom into an E-Learning classroom.
3. School to bear the additional cost of electricity
4. School to accommodate the program at the mutually convenient time frames
5. Assist in preparation of initial assessment report and quarterly progress reports

##### **Responsibilities of DBT**

1. DBT to dedicate a Coordinator and Community Organizers who would work in tandem with the Teachers Team & HM dedicated for the implementation of the program
2. Manage the funds allocated by Capgemini
3. Jointly finalize dates for the various events with the school team of teachers at mutually convenient time frames
4. Source subject experts, as needed, from outside for conducting the various aspects of the program
5. Prepare initial assessment report and quarterly progress report

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**V. Effective Date**

This Memorandum of Understanding is effective upon signature of the two parties.

**VI. Amendments**

This Memorandum of Understanding may be modified or amended by written agreement between the DBT and the School.

**VII. Disclosure of Information**

Subject to the Right to Information Act – 2005, decisions or disclosures of information to the public regarding activities undertaken pursuant to this MOU will be made following consultation between the DBT and the School.

**VIII. Duration and Termination**

This Memorandum of Understanding shall be effective beginning with the date of the last signature hereon and ending two (2) years after that date, upon the expiration of the Program, or upon mutual agreement of the parties, whichever occurs first.

*Sanjit Kumar*

**AUTHORISED SIGNATORY  
DEENABANDHU TRUST**



*S. Roy 21.01.2016.*

**Headmistress**

**AUTHORISED SIGNATORY**

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