



Rajendra Academy for Teachers' Education

NAAC (Grade-B) Accredited Teachers Training College

Recognized by NCTE, Delhi, Affiliated to WBUTTEPA, The University of Burdwan, WBBPE,

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Institutional Best Practices: 2019-20

1. First Aid and Health Awareness Programme:

Context:

This is a certificate introduction program to first aid training. It gives awareness to everyone about first aid treatment that can be given to someone who suddenly fell ill or injured. This program consists of explanation and demonstration of first aid knowledge and skills. First aid is applied to injured or ill persons in any health threatening settings in order to save life, prevent degradation of the situation or contribute to a treatment process.

In cases where a person will need help from a medical practitioner or nurse, first aid is treatment for the purpose of preserving life and minimizing the consequences of injury and illness, until such help is obtained. First aid covers initial treatment of any injury or ill-health suffered at work whether the cause is work related or not. An employer is required to provide adequate and appropriate facilities and equipment to enable first aid to be rendered to individuals if they become injured or ill at work. Trainees, undertaking work experience, have the same status as employees. This statutory duty is discharged as a line management responsibility at school or college First aid is the initial assistance or treatment given to the students or employee at the site of accident to someone who is injured or suddenly taken ill, before the arrival of ambulance

Objectives:

The following objectives are laid down to achieve the goal of the best practice activities:

- To develop the knowledge and skills on first aid.
- To enable the students in recognizing the critical and life saving conditions for first aid.
- To prevent the escalation of illness or injury.
- To promote recovery norms from any type of casualties.
- To make an awareness for incidence reporting for preserving and rescue of life.
- To protect the unconscious with CPR (Cardio Pulmonary Resuscitation).
- To develop the accidental management leadership skill.

The Practice:

To perform these best practices following measures have been taken:

- The first aid emergencies such as unconsciousness, heat burns, external bleeding, epistaxis, heat stroke, drowning, shock, choking, electrocution, seizures, poisoning, animal bites, frost bite, foreign body in ears and eyes, angina pain, heart burn, fractures and dislocations were taught by experts. The participants were developed in the form of scenarios depicting real life situations and covered all the essential aspects of first aid.
- Three Days programme has been organized by Indian Red Cross Society, Durgapur.
- The Experienced Experts trained both students and all the staff
- The both Students and staff involved in practical demo activities
- The Experience Doctor presented the First Aid training by PPT
- The experts Provided both First Aids and Disaster management programme
- The experts has been Conducted the Test providing question paper
- Indian Red Cross Society Provided certificate to all the participants

- One day health awareness programme organized by three Doctors on....
- Both students and Staff checked up their health by medical practitioner

Evidence of Success:

- The first Aids Awareness Programme has been organized by Indian Red Cross Society Provided on 23th, 24th and 25th January, 2020.
- Organized by Two Doctors, Secretary of Indian Red Cross Society and two experts.
- Conducted written examination
- Provided Certificates.
- Both approximately 150 students and staff actively participated
- College Management donated to Red Cross Society.
- Both students and Staff checked up their health by medical practitioner

Impact

This best practice is organized so that all the employees and students feel comfortable and secured. Training gives critical knowledge and confidence to effectively manage an emergency without fear or confusion. It also helps the first aid trainees or the students and teachers to know exactly what's in their first aid kits, how to use the contents, and the various ways to react in an emergency. In a beneficial way, it makes each employee an unofficial health and safety risk manager. It helps the trainees learn how to perform and use bandage injuries, and control blood flow – critical skills for emergencies anywhere, not just the workplace. First aid is an important tool in quickly responding to accidents to ensure that injuries can be efficiently and promptly dealt with before a trained medical professional arrives to administer more specialized treatment. First aid in schools or in institution is especially helpful as children often get into accidents that can need swift care in order to prevent things from escalating. Whether it's a minor injury or something more serious like a fracture, preventing further complications is paramount. Ensuring there are trained first aiders within the college for creating a safer environment for everyone. Here are just some of the benefits that come from having a first aider on site. Since some accidents won't require any professional treatment provided injuries don't get aggravated, a speedy response from a first aider will prevent things from getting any worse and provide the necessary care. Becoming trained on first aid methods will help us to feel more secure and confident when deal with emergency situations as we will know the most efficient ways to deal with the situation. An added benefit of this is that the people around us, be it students or other teachers and staff, will also feel more reassured knowing that there are trained people on site during any emergency.

Obstacles:

- The student is not cautious and aware about First Aid training.
- Students are not motivated to participate actively.
- Due to busy semester schedule sufficient time for giving practical exposure is not possible.
- Indifference attitude towards voluntary services in emergency situation.
- Some students did not show interest to participate in this programme
- Some girls students hesitated to check up

Resources Required:

- First Aid Box with necessary equipments as per standards of International Red Cross.
- Experienced First aid Trainer.
- Case studies on Casualty and Disaster preparedness.
- Handbook and manuals of Indian Red Cross Society.
- Audio visual aids on various relief work of disasters and emergencies.
- Basic Healthcare.
- Capacity building schemes for supporting the society.

2. Mentoring System

The context:

The process of Mentoring is an individualized form of counseling and guidance activities. It addresses the needs of the students to have a friend, a counselor and a confidante on the campus. The practice is aimed at fostering a better rapport between the students and the teachers at a personal level. Effective mentoring begins with the faculty and depends upon the healthy relationship between faculty and students.

A mentor is a teacher acting both as a friend and a role model who supports and encourages a student in his/her academic and personal growth. The mentor guides a student in his /her academic pursuits and emotional and psychological development, particularly in the latter's transition phase. The mentor also guides his wards in how much they should try to achieve and how College has adopted and implemented a Mentoring System as a student support measure. The system, though flexible, functions along well-defined lines.

Each faculty member is the mentor of a group 10 to 12 students allocated to him/ her by the Head of the institution. The teacher mentor collects personal information from the ward without touching sensitive issues or forcing any information out of the wards and then provides the needed counseling to the wards. Critical issues are brought in the notice of the Head of the institution. The teacher meets the wards informally outside class hours as well and guides them regarding their career options. A documented record of the mentoring process is maintained by the mentor teacher and the Head of the Department for reference purposes.

The nature of students' background i.e. catering to different socio-cultural and economic diversity necessitates mentoring being opted as one of the best practices by the institution. The absence of institutionalized system of having proper system of mentoring, guidance and counseling in the region along with the obvious fact that most of the students are from remote areas and first generation learners makes it imperative on the part of the institution to provide mentoring i.e. guidance for all-round development of the students on academic as well as aesthetic lines. Moreover, it is aimed to align with the institutional mission and vision statement aiming to develop students on progressive lines i.e. to imbibe in the students a rational positive outlook towards life thereby making them responsible citizens.

Objective -

- To achieve the learning objectives
- To decentralize the responsible and duties of the teacher educator
- To establish a vibrant relationship between the teachers and the students that will ensure responsible behavior and discipline.
- To motivate the students for their academic progress and guide or advice them whenever required.
- To achieve the vision of the institution viz., to develop all round personality of the students on progressive lines.
- To provide a continuous learning process for both the mentor and the mentee.
- To establish the mentor as a role model and to support the mentee for personal and academic development.
- To establish a vibrant relationship between the teachers and the students that will ensure responsible behavior and discipline.
- To motivate the students for their academic progress and guide or advice them whenever required.

Practice:

To perform this best practice the following measures has been taken by the institute:

- Mentoring session is conducted through face to face communication or over phone on a regular basis.
- The process is compulsory for every student to attend without fail.
- Every mentors are assigned 10-15 students for the whole duration of a semester each .i.e. six months.

- The mentoring parameters are based on four aspects i.e. academic, attendance, career and general.
- The mentors are provided with details of mentee's performances in terms of academic (weekly test, class test, mid-term and end-semester exam) and attendance records
- The mentor also keeps track of the mentee's personal development such as co-curricular activities, discipline and career related issues
- The mode of communication between the mentor and mentee can be established through different modes namely- In-person, Phone and E-mail.
- The practice of the mentoring system is evaluated by the Principal weekly so as to ensure quality and efficiency in practice.
- The grievances of the mentees are taken up by the mentor and if necessary it is forwarded to the Principal for necessary remedial actions.

Evidence of success:

- Learners are motivated towards balanced performance in terms of curricular and co-curricular aspects.
- Decrease in class conflict, absenteeism and dropout ratio.
- Enhancement of skills and competencies for professional success.
- Closer and continuous association with the Alma Mater.
- Improvement in overall performance of students.
- Increase in the pass percentage of students with more than 80% marks and overwhelming response from the recruiters.
- Cordial relationship between the teacher and students.

Obstacles in the programme:

- Diversity in students' background and upbringing i.e. lack in the art of effective articulation introversion, indifferent attitude etc.
- Inadequacy in general guidance, career and professional related materials.
- Students are not very much co-operative with the mentors
- Sometimes mentors are also not interested for their students' progress. Irrelevant questions are asked by the students to their respective mentors.
- This is due to the financial constraints faced by the management because the institution is dependent on grants.

Impact:

The mentoring system plays a positive role among the student and teachers are:

- Improvement in mentees discipline, interaction and communication skills.
- Improvement in students' attendance.
- Establishment of a vibrant relationship between teachers and students which has provided a congenial atmosphere in the class room as well as in the campus.
- Students feel free to discuss any problems with their respective mentor teachers
- Teachers actively participate to solve the problems and give guidance to the students whenever necessary.
- The students' progress is checked from time to time.

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