



AVI-OIL



AVI-OIL INDIA [P] LTD.
CORPORATE SOCIAL RESPONSIBILITY (CSR)

Annual Activity Report
2019 - 2020

Mission Education

Key Activities

October 2019 - September 2020

A. QUALITY TEACHING LEARNING

The reporting year has been quite a vigorous phase of the project wherein, regular classroom-teaching learning and various other initiatives for strengthening the project implementation took place and then there was the outbreak of COVID 19 which adversely affected the project activities though, we survived the crises with a different approach and digitizing the challenges to wash away the threat of the pandemic. The details of all the curricular and co-curricular activities conducted at the Mission Education centre supported under the project for the October 2019 to September 2020 cycle are mentioned below.

“Connecting Knowledge
through Innovative
Teaching Learning
Approach”

- 180 Curriculum days were conducted at ME Centre, wherein, basic concepts like counting, alphabets, reading etc. and subjects like, Math, English, Hindi and EVS were taught to all the supported grades
- The Average attendance of students and teachers during the year was 97% and 98% respectively
- Mission Education Centre ensured regular classroom teaching process by following the Haryana State Board Curriculum with an average student teacher ratio of 30:1
- Children are being taught by the regular teaching methods such as, blackboard teaching, book reading, notes making etc.
- To make children understand the basic concepts of Math, teachers rigorously used the Math kit during the classroom session
- Various activities were encompassed in the Pre-Primary section to improve their oral communication, reading and fluency skills. Make the word activity by using the alphabet cubes and cards were conducted where children learnt about new words
- To make the surroundings informative and appealing to the young learners, centre was adorned with instructive charts, labels and various forms of artwork so that children could interact with different forms of print and get an opportunity to learn better
- Teachers emphasized their method of teaching through activity in which the students participated rigorously and bring about efficient learning experiences
- Various art and craft, cutting-pasting activities took place in the primary classes as it always helps the children to be focused, expressive and self-reliant. For instance – concept of short and long, big and small

ACTIVITIES AMIDST COVID 19 (April to September 2020)

The abrupt move from the classroom to remote, online learning at the outbreak of the coronavirus pandemic interrupted learning for children at the supported ME Centre. As corona virus outbreak posed several challenges for students and teachers and not to put a stop to the process of learning, online platforms were introduced and to get a bigger picture in terms of accessibility, data was collected from the ME partner on the below pointers to assess the on-ground situation of accessibility upon which the future course of action was planned.

- Accessibility of smartphones (with regard to the teachers)
- Accessibility of television and smartphones (with regard to the students) Needs assessment for teacher training

Category	No. of children
Children with smart phones	75
Children with basic phones	44
Children without phones	41
Out of 200 children , 40 migrated to their native places due to the lockdown challenges	

Basis the data retrieved and to keep driving the project activities on ground, concrete plans were created and implemented for the teachers and students. Hence, we continue with the blended form of learning as the Mission Education Centre supported under the project had been closed as per the notification issued by Central and State Govt. to avoid spreading of Covid-19 (Corona Virus)

Following are the activities conducted with the students through different mediums.

- Teachers are making Home Visits to deliver the worksheets to children who do not have phones.
- All safety precautions like; face masks, social distancing and hand washing are properly followed
- Engagement with children having access to smart phones-
 - Daily interaction and pushover of videos and worksheets of all the subjects in the respective WhatsApp groups
 - Lesson reading and reciting videos and through Worksheets
 - Celebration of Important days and virtual participation in extracurricular activities while staying at home
- Engagement with children having access to basic phones-
 - Telephonic discussions with their respective teachers
 - Making home visits to the teachers once a week to get homework and assignments
 - Visiting ME centre when needed to collect worksheets
 - Peer learning – Visiting class fellows to see the videos and worksheets shared by the teachers in the WhatsApp group
 - Sharing of homework and via telephonic calls
 - Lesson reading
 - Tele counselling with the students and teachers touching upon their socio emotional quotient
- Role of the supported teachers
 - Children with smart phones-
 - Taking classes through respective grade wise WhatsApp group
 - Preparation of lesson plans and worksheets and sharing the same with the children in the respective groups
 - Reviewing the work completed by the students
 - Providing feedback and suggestions to the students
 - Sharing PDF versions of course books
 - Teachers are sharing activities in the formed WhatsApp groups along with short note about the day. Students are sharing the snippets and pictures while executing activities and celebrating it at their home
 - Children with basic phones-
 - (Awareness on Health and Hygiene via tele counseling – Door to door mobilization and home visits have been restricted as of now)

- Telephonic counselling to students as well as to their parents by touching upon their socio emotional needs during these tough times
- Teachers assigned work via telephonic calls which was further checked by their parents
- Children without phones
- Teachers made an effort to contact the children during the home visits and provided them regular stationeries and worksheets (At present Home visits are not taking place frequently)
- Students shared the mobile phones of their neighboring friends and completed the work assigned by the teachers

TIME TABLE EXECUTED FOR THE BENEFICIARIES

Children with smart phones									Children with basic phones	
Time slot	Pre - Primary	I	II	III	IV	V	VI	VII	Mode of engagement	Mode of engagement
9 to 10:00	Language	English	English	English	English	English	English	English	WhatsApp group formed by the class teachers, sharing of educational videos via using Diksha app	Telephonic engagement and counselling
10:30 to 11:30	Numeracy	Hindi	Hindi	Hindi	Hindi	Hindi	Hindi	Hindi		
12:00 to 1:00	Storytelling /poem	Math	Math	Math	Math	Math	Math	Math		
1:15 to 2:15	Other activities/Art and Craft			EVS	EVS	EVS	Science	Science		
2:45 to 3:30					G.K	G.K.	S.ST	S.ST		

SAMPLE CURRICULUM COVERED DURING THE PROJECT CYCLE

Class	Subject	Curriculum Covered
1st	Hindi	<ul style="list-style-type: none"> • Word meaning • Fill in the blanks • Essay- Myself • Grammar- Change the gender
	English	<ul style="list-style-type: none"> • Poem recitation • Alphabets recognition and recitation • Word meanings
	Math	<ul style="list-style-type: none"> • Math, various concepts like 1-50 Counting • Reverse counting • Complete the missing number
2nd	Hindi	<ul style="list-style-type: none"> • Sick leave application • Chapter 1 and 2 of Grammar • Poem recitations

	English	<ul style="list-style-type: none"> • Use of vowels and consonants • 2 chapters of literature and grammar • Word meanings • Nouns
	Math	<ul style="list-style-type: none"> • EX-1-revision • table from 2 to 5 • number names • basic addition and subtraction
	GK	<input type="checkbox"/> Names of all the Memorial places with worksheet
4th	Hindi	<ul style="list-style-type: none"> • Application writing • Essay on Raksha bandhan and Diwali • Letter • Opposite Word • Idioms and Phrases • Collective Noun
	English	<ul style="list-style-type: none"> • Application for Sick Leave • Antonyms & synonyms • Definition of Noun • Write 10 Page Writing
	EVS	<input type="checkbox"/> Lesson 1 Life of plants topics terrestrial plants ,type of plant based in season ,aquatic plants, Lesson-2 plants procedure of food topic photosynthesis, structure of leaf, parts of the flower, Lesson-3 Adaptation of animals, topic adaptation based on the habitats, adaptation based on the food.

Sample of the Story Telling sessions conducted

S no.	Class	Story name
1	V	Donkey and an Ox
2	V	The Clever Fox
3	I	Preference of natural resources
4	VII	Importance of education
6	II	Siddhartha and Devdutta
7	III	Honest wood cutter
8	VII	True friend
9	II	The honest woodcutter
10	VI	My Mother and her preaching

Hindi	10	14	12	13	13	23	20	22	127
English	8	18	10	10	23	26	22	23	140
Math	7	15	12	12	23	24	25	2	120
G.K	5	7	10	12	12	13	14	2	75
Drawing	10	8	10	10	7	8	5	4	62
E.V.S	5	8	8	10	13	10			54
S.S.T							12	10	22
Science							15	18	33
Total	45	70	62	67	91	104	113	81	633



Glimpses of blended learning – some are studying from home while glimpses of physical classroom learning before COVID

B. TEACHING LEARNING MATERIAL

TLMs simplify concepts, provide the chance of practice, increase interest and motivation, help to explain complexities, concretize abstractions, and enrich the course. During the project cycle, various learning aids were procured for the learners to simplify the concepts they see and observe in their daily lives. The following table provides the details of the TLMs procured and used by the children.

ME Centre Ballabgarh, TLM details		
Period	Items procured	Usage
Oct-Dec'19	Notebooks, chart papers, scissors, tapes, glues, stapler, A4 size papers, drawing sheets, , colors –pencil, crayons, markers, sketch pens, chalks	Charts, Papers, Colors were provided to the students to carry out the art and craft activities in the classes. The children used notebooks in taking down the notes and doing their homework and also used them for various classroom teaching activities
Jan-Mar'20	Drawing books and colors, stationaries like pencil, rubber, sharpener	Children have been using the drawing books and colors during their art and craft period that allows them to exhibit their creativity and hones their fine motor skills
Apr-Jun'20 (Post COVID 19)	Set of stationeries , course books of all the grades - Hindi, English, Maths, EVS, & Drawing	Due to lockdown, the children were unable to attend the centre and they were not provided the course books. However, to help the children with their studies, each set of books were distributed to the respective class teachers. The teachers are using the course books during the virtual sessions which are helping them to teach the concepts to the children effectively
Jul-Sep'20 (Post COVID 19)	Regular stationeries like art and craft, chart papers, pencils, colors etc.	Stationery is the basic requirement for learning. Children carried out numerous activities by using the regular supplies. Children were also provided the course books by the teachers during their home visits



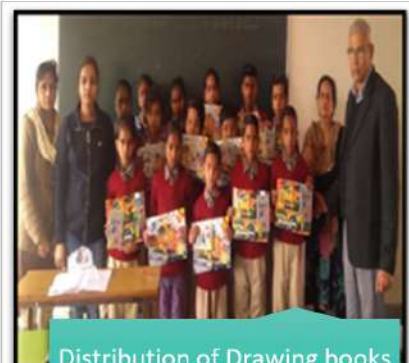
Teacher explaining the process of Distillation



Use of colorful blocks to differentiate the varied colors and shapes



Use of Ganit Mala to grasp the Math concepts



Distribution of Drawing books and colors



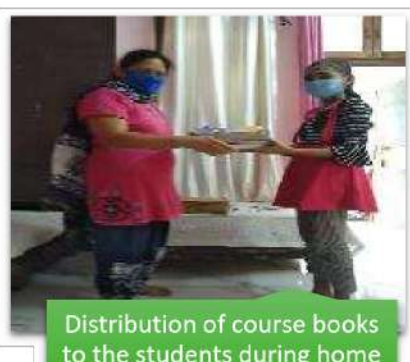
Educational charts makes the teaching learning process efficient and better



Distribution of course books to the teachers while adhering to the social distance guidelines



Activity based learning exhibited during home based learning



Distribution of course books to the students during home visits by the teachers



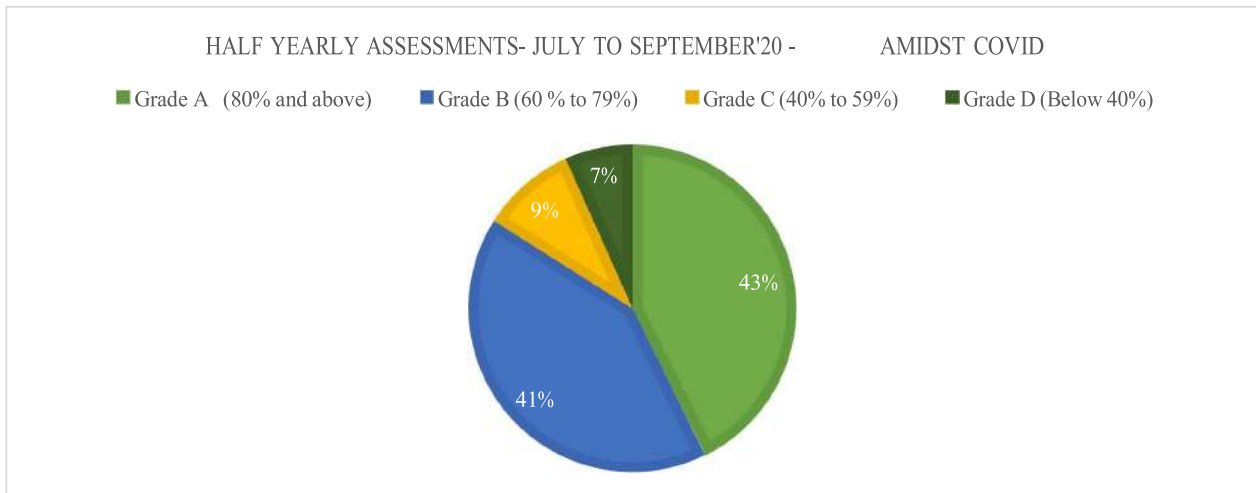
Children with a sigh of relief after getting the course books

C. ASSESSMENTS

At the project location, regular assessments were conducted throughout the project cycle. The graph below depicts the performances of the children during the Half yearly assessments conducted in the month of Sep - Oct 2020. Following table lays down the details of assessments conducted during the project cycle:

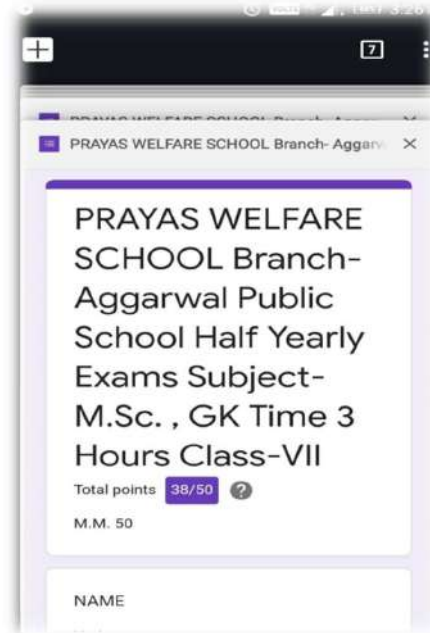
Quarter	Type of Assessment	Grades Achieved
Quarter 1 (Oct - Dec 2019)	Half yearly assessments	60% of the children secured grade A and B
Quarter 2 (Jan – Mar 2020)	Annual examinations	70% of the children secured Grade A and B
Quarter 3 (Apr – Jun 2020) – Amidst COVID 19	Teacher regularly followed up with the parents about the child’s participation during online classes and validated the homework with the support of parents. Teachers also conducted quizzes and revision via online mode to check the performances of the children.	-
Quarter 4 (Jul – Sep 2020) – Amidst COVID 19	Half yearly assessments	43% students scored Grade ‘A’, 41% scored Grade ‘B’

Note – Out of 160, 75 students were assessed online through Google Forms as their accessibility to smart phones. Rest of the children were distributed question papers during home visits by their teachers, result is still to be announced.



The adjacent graph depicts the performances of the 75 students who attended examination online. As reflected in the graph, 43% students scored Grade ‘A’, 41% scored Grade ‘B’, only 9% scored Grade C and children who scored below 40% were addressed separately by their respective class teachers. Despite tough times and transformed mode of studies, students have performed exceptionally well!

Glimpses of Google Forms Assessment



EXECPTIONAL PERFORMERS



Ritik, Grade III, 91% & Sapna, Grade VI, 94% in half yearly examination 2020

D. PARENT TEACHER MEETINGS

Regular parent meetings form an important integral part of the ME Project. The details of the PTMs conducted during the reporting cycle is mentioned below:

Details (Oct 2019 to Sep 2020)	ME Centre- Ballabhgarh
No. of PTMs	4
Oct to Dec'19 (Physical mode)	23 rd November
Jan to Mar'20 (Physical mode)	15 th February
Apr to Jun'20 (Virtual mode)	12 th May
Jul to Sep'20 (Virtual mode)	18 th Aug
Parent's attendee (%)	Parents of 70% children
Major Topics	<ul style="list-style-type: none"> • Academic progress and performance of the children and their behavioral concerns • Regularity and punctuality of the children at ME Centre • Importance of parents' participation in the PTMs • Preparation of celebratory days and events • Information about the upcoming Unit Tests • Half Yearly results and different strategies to improve and enhance their child's skills and ability to learn • Children who scored exceptionally well in the exams were rewarded during the PTM • Annual Assessment results • The teachers sensitize the parents about COVID 19 and what measures they have to abide to prevent themselves from the pandemic • Parents were instructed to regularly check the assignments and worksheets done by the children and share their feedback in the respective WhatsApp groups • Parents were sensitized about the importance of online education during these tough times and how they can support their children in their studies



Discussion for better results



Head Teacher motivating the parents to be a part of more interactions



Virtual PTM during COVID



Virtual interaction to share the performances of the students

E. STAFF MEETING

Staff meetings are a way to communicate the daily classroom challenges and seek ways to prevent it from the other educators/teachers. Likewise, ME Centre Ballabhgarh also discussed their own set of challenges and led discussions on the areas that are need to be improved. Following is the detailed description of the meetings held during the project cycle.

Details (Oct 2019 to Sep 2020)	ME Centre Ballabhgarh
Total No. of staff meetings	4
Oct to Dec'19	20th December
Jan to Mar'20	6 th February
Apr to Jun'20	29 th May
Jul to Sep'20	12 th July
Attendees	All the supported teachers
Spearheaded by	Ms. Veena Bhardwaj, Head Teacher

Broad Topics Covered	<ul style="list-style-type: none"> • To discuss effective lesson plans which should accommodate all types of learners • To discuss the concerns related with classroom management • To stimulate celebrations • To make an activity plan by integrating the usage of Math and English learning kit • To inculcate a library period in the existing time table • To distribute duties for the upcoming annual exams • To stimulate celebrations • To execute the activity plan by using the English and Math kits • Mobilization plan shared by the teachers to sensitize the children about COVID 19 guidelines and precautionary measures • Ways to encourage and motivate children during the pandemic times • Lesson plan and worksheets for the students • Usage of educational platforms
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Exchange of ideas and opinions



Meeting with the Smile Project Coordinator



COVID outbreak - Meeting while abiding the social distancing guidelines

□ Capacity building through online platforms - To strengthen the capacities of the teachers, various free online platforms were explored. Amongst the available online options, 'Gurushala' suited the current need of the teachers and was further recommended to them. Gurushala is a free online teacher professional development platform having online courses on various pedagogic themes available in both Hindi and English free of cost. All the supported teachers enrolled and completed the following courses basis their interest and needs as per the following details:-

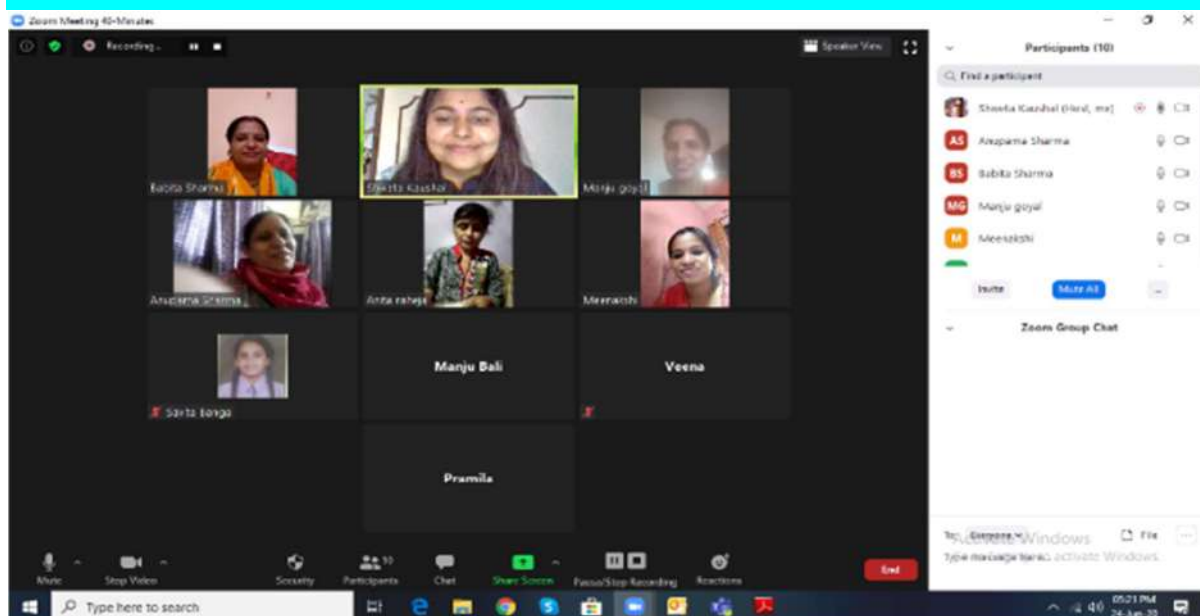
S. No.	Name	Courses completed	Duration
1	Veena Bhardwaj	Interdisciplinary learning	12 hrs
2	Promila	Conflict resolution	12 hrs
3	Manju Bali	Socio Emotional environment for learning	12 hrs
4	Anupama Sharma	Managing classroom decorum	12 hrs

5	Anita Raheja	Emerging teaching strategies	12 hrs
6	Savita Banga	Emerging teaching strategies	12 hrs.
7	Poonam	Emerging teaching strategies	12 hrs.
8	Meenakshi	Emerging teaching strategies	12 hrs.
9	Manju Goel	Emerging teaching strategies	12 hrs.

Teachers also received the certificates after successfully completing each course and module. The courses supplemented their learning and experience. Teachers will continue with the other courses in the next project cycle too.



F. MONITORING MECHANISM



The Project Coordinator conducted weekly Zoom meetings with the teachers to seek an update of the project activities. Also, the Project coordinator is regularly involved in the sessions being conducted by the teachers to track the frequency and regularity of the sessions. During the meetings, the teachers are being regularly updated about the educational platforms, useful online journals and links, which will enhance their knowledge.

Note – Teachers conducted home visits to the beneficiaries for worksheets and homework distribution. They also counselled the parents that how they can interact constructively with their children during this time of confinement



Distribution of Notebooks, basic stationery and worksheets to Vicky studying in Grade VI



Worksheets and activities for celebratory days were oriented to Anas of Grade K.G



Homework and feedback on an assignment being provided to Rahul of Grade VI

G. Health Camp

During the project cycle, a general health camp was organized on 29th February 2020. The specific details in this regard are as follows:

Dates	29 th February 2020
Camp Theme	General Health Check-up and Eye Check up
Specific Activities undertaken	<ul style="list-style-type: none"> ☐ Eye check-up of the beneficiaries ☐ Identification of basic health issues in the beneficiaries ☐ General check-up of the students such as, height, weight etc.
Medical Professional	<ul style="list-style-type: none"> ☐ Dr. Chakra Paul Mendiratta (M.B.B.S., D Ortho) and Dr. Madhu Lata Paul (M.B.B.S) ☐ Dr. Kirti (Eye specialist)

Major Findings	<ul style="list-style-type: none"> • A few beneficiaries were diagnosed with poor vision, anemia and watery eyes • No major medical issue was diagnosed, however, there were children with common health issues such as, cold, fever, skin rash etc.
Intervention Recommendations	<ul style="list-style-type: none"> • The beneficiaries with above diagnosis were prescribed with suitable medication and referrals • The parents were also advised to cook meal in iron utensils as it enhances the nutritional value in the food • A few beneficiaries were given eye drops for aiding their vision



Children being examined by the medical professionals during the health camp. Referrals being made and medicines were distributed to the children identified with poor health

H. Revised Project Activities

Some of the project activities were put on halt due to the closure of the ME Centre amidst COVID 19 and they were not executed as per the project mandate. However, following revisions were made in the activity plan after assessing the on ground situation and were conducted in the following manner. Hence, the same were proposed, approved and implemented.

Line Items	Revised Activities
Health Awareness / Checkup	With the onset of COVID 19, health and hygiene has become the focal point of life. Keeping in mind the sound health and safety of the children, Health and hygiene kits were distributed to the children and teachers which includes (face masks, sanitizer's, soap). Along with this children and their families were also sensitized on preventive measures from COVID 19

Travel / Conveyance for project monitoring	Since, the physical monitoring of the project was on hold. Hence food packets/kits were distributed to the supported beneficiaries which included Dalia, health drink powder, Chickpea, glucose biscuits
Uniform and School Bag	As the center is temporarily closed due to the COVID situation and all the learning is taking place at home. As captured during the classroom activities, children were seen sitting on the floor in an uneasy position, which undeniably hinders their learning. Keeping in mind the same, school bags were distributed to the supported children, which converts into a study desk and comes with a solar powered lamp. Following are the benefits of this school bag cum desk – <ul style="list-style-type: none"> ☐ Improved posture ☐ No strain on back ☐ Improve concentration ☐ Create an interesting learning environment
Exposure Visit / Educational Tour	As the children currently do not have the physical contact with their teachers and also they don't have effective learning aids to foster their learning while being at home. Hence, 'Subject specific teaching Learning kits (EVS, Hindi, English, Math and General) were procured.



Distribution of Hygiene kits, Food kits, school bags and solar lamps to the supported children



Gleeful faces after receiving the kits, which will improve the learning process and nurture their well being

During the project cycle, multiple teacher trainings were conducted on various topics. The trainings

I. Capacity Building of the teachers

were held in virtual mode due to the lockdown and COVID 19 situation. Though it was a new experience for the teachers yet they participated with full zeal. Trainings were conducted by an external resource person Ms. Priyanka Jain, an accomplished professional with cross-functional experience of more than 13 years in Training and Content Design and Development. Her expertise lies in whole school transformation, SEL, 21st century skills, and mental and emotional well-being.

Workshop Titles:

- Role of a Teacher - 14th September, 2020
- English Language Teaching and NCERT Activity Kit for English - 15th September, 2020
- Teaching Learning Ideas & Materials, Activity –based Learning and Teaching Strategies - 22nd and 23rd September, 2020
- Building Connections with Students - 29th September, 2020

Objectives of the workshops:

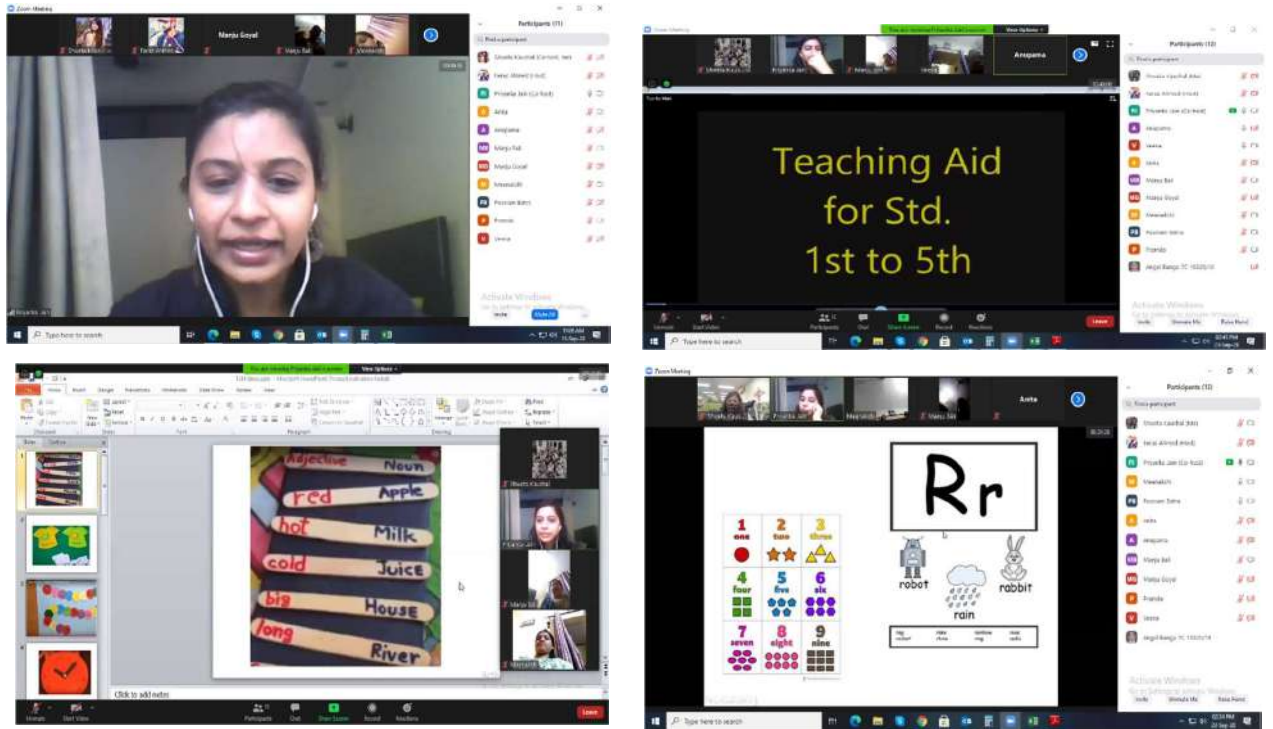
- To motivate teachers through highlighting the importance of their role in a classroom and in a student's life
- To enhance teachers' understanding of the pedagogy of English as second language in India and familiarize them about NCERT Activity Kit for English
- To make teachers comprehend the vast canvas of teaching learning ideas and materials that can be used for innovative classroom learning
- To acquaint teachers with the importance of social and emotional learning in the classroom which builds better connections between teachers and students

Methodology: Cooperative learning with hands-on experiential activities using audio-visual aids, demonstrations and group discussions

Outcomes: The following main outcomes were expected and achieved from the above mentioned workshops.

- All teachers understood the importance of their role in the classroom as well as in every student's life.
- Teachers comprehended the pedagogy for English as a second language in India.
- Teachers were made to create and use many resources like interactive worksheets and games to teach English in innovative ways.
- Teachers also presented short demonstrations of some innovative activities and resources that they would implement in their classrooms.

- They acknowledged the importance of inculcating life skills and social and emotional learning capabilities in students for a successful life



Snapshots of Virtual Teacher training

H. CELEBRATIONS AND EXTRA CURRICULAR ACTIVITIES

All the important days were celebrated physically during quarter I and II. However, amidst the COVID 19 situation and the already introduced mode of learning i.e. online, all the celebrations took place virtually. Teachers informed the children about the upcoming celebratory days also shared activities in the dedicated WhatsApp group to be performed or executed by the students while being at their respective places. Details of all the celebrations are given below.



Diwali Celebrations ,26th Oct'19-
On the eve of Diwali, children performed various dance acts and cultural performances



World Energy Conservation Day on 14th Dec'19- Children made posters with a message to save energy for a bright future



Christmas celebration , 24th Dec'19 - Children made christmas trees and decorated their classrooms and they were later treated with chocolates



International day of education was celebrated on 24th January 2020. Children made post cards and wrote slogans to celebrate the day



Republic Day celebration on 25th January 2020. Children gave cultural performances and wore patriotic attires.



Informative art work created by the children demonstrating preventive measures from COVID 19



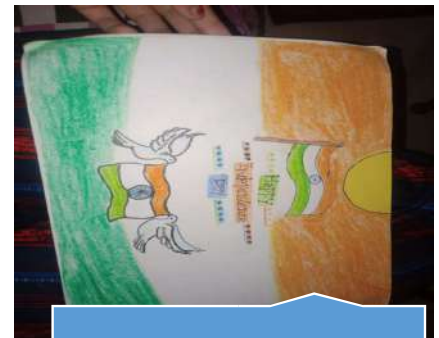
Yoga Day celebration on 21st June 2020, children demonstrated various yoga asans and shared their illustrations



Earth day celebration on 22nd April 2020, children shared the beautiful art work done by them



Students made posters and rakhis on the occasion of Raksha Bandhan on 3rd Aug'20



Colorful posters made by the students on Independence Day, 15th Aug'20

The year 2020 has shown us unprecedented event as global pandemic, effecting each and every living soul

I. STORIES OF CHANGE

on the face of earth. It hasn't differentiated over economic & social statuses and touched every sect of society, bringing in changes to our every step in way of living, earning, studying, etc.

All things were good and running normal at the Mission Education Centre at the turn of this year. And just as the pandemic hit us, it created chaos, confusion & fear all over. Then came the Lockdown, locking down almost every work & project, and completely shutting the educational institutions. During these times, we initiated with our idea of Online learning classes – providing learning just an arm away through safety & privacy of mobile phone. Although some were not favorable to such learnings but we took the step forward and enrolled existing students to our online class. With availability of smartphones connected to affordable internet in every house, students and parents alike started benefitting from new Change in Learning.



Vishal, grade V

This Story of Change is about by Vishal, student of Class V at the ME Centre whose father is a daily wage earner and mother is a domestic help. His life, like as of others, took a turn into unknown direction owing to the crisis caused by COVID19. Family came under unparalleled financial stress, losing focus on Vishal's learning at the ME Centre. The family is staying in a small rented room where the monthly rent is INR 4000. The building has one common toilet and washroom, which is shared by four families. With the ongoing pandemic, this situation has worsened. Even the ME centre was at standstill with confusion looming over weeks about future. Then the Digital & online learning initiative came alive and brought a change of fresh air in such gloomy times. Vishal became a part of the respective WhatsApp group, as his parents supported his passion of knowledge and didn't want him to divert towards unsocial thoughts & elements. He started logging in to classes daily and started enjoying this new way of learning. He is one of the inquisitive child who is always at forefront while sharing his assignments, worksheets, pictures etc. He attended all the virtual sessions with the same zeal and spirit as he used to be during his classroom sessions. He also secured 90% in the Half Yearly Assessments. This was in time, a poignant yet beautiful story of change.

Vishal says – “As I started with my online classes, I always get weekly calls just to check up on me and offer to support me whenever I am struggling. The online classes are fun as I get to see my classmates every day and I never felt that I am not in my classroom. It is easy to navigate and understand the material and if I don't understand something, my teachers are only a video call away. “

From the zoom classes to virtual celebrations... I am loving it all!!!!