

Proceedings of the Director of Matriculation Schools, Chennai -06
R.C.No. 1401 /A1/2020-2dated: 12.09.2020

Sub: School Education –COVID 19 – Digital /Online classes for school students studying in all types of schools in Tamil Nadu - Directions issued by Hon'ble High Court of Madras- Instructions issued –Regarding.

Ref: 1.G.O.(Ms)NO. 65 School Education Department, dated29.7.2020
2.Proceedings of the Commissioner of School Education, Chennai-6 in RC.No.14629/CoSE/2020 dated.5.09.2020
3. Common orderdated09.09.2020 of theHon"ble High Court of Madras in W.P.No. 8446 of 2020 and batch of cases

In the Government order 1st cited, Guidelines for digital/online education in schools were issued. In continuation of the Government Order, the Commissioner of School Education issued instructions to Chief Educational Officers vide Proceedings 2nd cited.

A batch of Writ Petitions were filed before the Division Bench of Hon'ble High Court of Madras on the subject of online classes. When the matter came up for hearing on 01.09.2020, the Hon'ble High court of Madras has given directions to be followed for digital/ online class vide reference 3rd cited.

The Chief Educational Officers are instructed to follow the steps given below to comply with the Guidelines given in the Government Order, instructions given by the Commissioner of School Education and the directions given by the Hon'ble High Court of Madras.

- I. The guidelines issued in the Government Order cited, are to be treated and construed as mandatory and, thus, to be adopted and followed by all types of schools in Tamil Nadu.
Further instructions in this regard were issued vide reference second cited and are being issued also as given below:
- II. The time limit for the online classes should be strictly adhered to and any violation would lead to action against the erring schools by the competent authorities.
- III. All the Chief Educational Officers should give circulars to all the schools which are affiliated either with Common Board of School Education or with any other Board of Education with an instruction to communicate the following steps to all the parents/teachers of the school to block

obscene contents:

- a. Every teacher should be advised to use end-to -end encrypted safe platforms for online classes, preferably.
- b. For sending the link of these classes to the students, every teacher conducting online classes shall collect particulars of participating students in the following manner:
 - i. Name of the student
 - ii. Email ID used for logging into the online class (if relevant)
 - iii. Phone number for logging into the online class (if relevant)
 - iv. The device ID used for attending online class
 - v. The name/device ID which will appear on screen while attending online classes
- c. All online classes should be closed to the select set of students by invitation as a good practice for the safety of students.
- d. The teacher shall take detailed attendance once in four weeks to first verify/reaffirm whether the student in (i) above is actually participating with name/ID in (v) above.
- e. The teacher shall announce before every class and after every class that any change in (ii) to (v) above shall be communicated to her/his mail ID (to be given), in case of any change in these details any time.
- f. The teacher should advice the students not to change any of the details in (ii) to (v) above in normal circumstances while attending online classes and to attend online classes using the details given in (v) above.
- g. The teacher should advise/inform all students/parents that posting of any unwanted or obscene content/cyber bullying during or in relation to online/remote education would attract stringent action under section 67 and other sections of the extant Information Technology Act. This will make them aware that such actions are violations of the Law and that they should report such actions for investigation to keep the society safe. This will also make them aware that by complying with (b) above, they are keeping themselves safe and helping the authorities to take action against wrongdoers/hackers.
- h. If any unwanted or obscene content appears during or in relation to online/remote education, the teacher/parent/ student under the guidance of the parent/teacher shall take a screenshot of the same/ download and save the same for preferring a complaint to the police at the portal cybercrime.gov.in with the knowledge of the Principal/ Headmaster. The complaint should be preferred by the parent/teacher only.
- i. While writing the complaint out the teacher/parent should put the first sentence as
Subject: school-online classes-violations of IT Act.
This will help TN police to sift these complaints out and act on them according high priority.
- j. The Principal/ Headmaster shall email the CEO concerned about the complaint registration with the subject written as school-online

classes-violations of IT Act. The CEO shall list these emails out for review in the monitoring committee meetings.

- IV. The programme conducted will have to be sent by Whatsapp to the Parents and uploaded in the school portals.
- V. Chief Educational Officers should form a monitoring committee at the district level to monitor and supervise the due compliance of the guidelines, instructions and directions by the schools. The Committee will have to meet once in a month for this purpose. The Committee should consist of the following officials:
 1. Chief Educational Officer
 2. District Educational Officers (all)
 3. Two Headmasters (one Headmaster from Private school / one Headmaster from Government or Government Aided School)
 4. One computer teacher
 5. Police official (ACP Cyber crime/ CCB in case of Chennai district, ACP CCB in case of Tiruchirapalli, Madurai, Tirunelveli, Salem, Coimbatore and Tiruppur districts and DSP, DCB in case of all other districts)
- VI. The Schools should be instructed to undertake the exercise of identifying the problems being faced by the Parents and Teachers in online connectivity and availability of the device. If there is any such problem particularly for the Government school students, arrangements shall be made to telecast the recorded versions of lessons in community halls.
- VII. Schools can also explore the possibility of teachers going to the students and giving education if there exists facility to do so.
- VIII. The guidelines issued with respect to the attendances, test and examination will have to be strictly complied with.
- IX. The guidelines with respect to pre-primary students will have to be complied with strictly.
- X. The schools will have to explore the possibility of having end-to-end encryption.
- XI. The guidelines issued in the Government Order will be translated in Tamil and sent to the Chief Educational Officers soon and the copies of the same should be sent to all schools. The schools should be instructed to circulate the same to all parents.
- XII. There shall be interaction between the Schools and the Parents on the functioning of the online / digital education, as many of them may not be digital literates.
- XIII. Any complaints given to the cybercrime.gov.in regarding violations to the extant IT Act and other criminal offences in relation to online learning including cyber bullying will be attended to by the Police Department. The CEOs shall keep the information of the action taken

by the Police Department through the monitoring committee meetings besides monitoring/supervising due compliance with all guidelines.

- XIV. Any other complaints on online learning and complaints on non-compliance with the G O first cited shall be attended to the School Education Department. These complaints shall be received by the CEO in multiple ways or through the email id grievancesredressaltnpta@gmail.com specifically created for this purpose.

The BRTes shall start collecting all the necessary details from the schools conducting online classes as required in reference second cited and by this circular by physically visiting schools from Monday, 14.09.2020, so as to enable the CEOs to monitor the compliances.

Hon'ble High Court and the Government sincerely hope that the above directions are complied with by all the schools and stake holders. All the Chief Educational officers are requested to circulate the above instructions to all types of schools in their district immediately and to get the acknowledgment for the same.

Encl: Ref. 1st , 2nd and 3rd cited

Sd/- A. Karuppasamy
Director of Matriculation School

To

All Chief Educational Officers
All District Educational Officers

R.C.NO.4678/A2/2020, DATE: 14.09.2020

(Copy) Communicated for necessary action.


14.9.20
Chief Education Officer,
Vellore.

To

- The Principals,
1) Matriculation Schools
2) CBSE Schools
3) ICSE/ISE schools
4) Nursery & Primary Schools