

ANNUAL LIBRARY ACTIVITY PLAN (ALAP)

APPENDIX-3

केन्द्रीय विद्यालय क्र.1 देवलाली (मुंबई संभाग)

KENDRIYA VIDYALAYA NO.1 DEVLALI (MUMBAI REGION)

वार्षिक पुस्तकालय क्रियाकलाप योजना (एएलएपी)

ANNUAL LIBRARY ACTIVITY PLAN (ALAP)-2023-24

क्रम सं. S. No.	प्रति स्पर्धा / (Events)	प्रस्तावितमाह/अवधि (Proposed Months/Periodicity)	क्रियाकलाप/ Activities
A. महत्वपूर्ण दिवस समारोह / (Important Days Celebration)			
1	अंतर्राष्ट्रीय बाल पुस्तक दिवस International Children's Book Day	02 April	Book Exhibition, Discussions, Meet the Author Programs, Literary activities, Assembly programs etc.
2	अंतर्राष्ट्रीय विश्व पुस्तक और कॉपी राइट दिवस World Book and Copyright Day	23 April	पुस्तक प्रदर्शनी, पुस्तक प्रतिस्पर्धा, विचार विमर्श, लेखको को आमंत्रित करना, साक्षरता गतिविधिया, एसेम्बली कार्यक्रम इत्यादि.
3	Reading Day-Reading Month	June 19-July 18	Reading Week Celebrations i. Reading Day pledge ii. Meet the Author iii. Reading Day Quiz iv. Essay Writing (Reading in the digital Age) v. Book Fair /Book Exhibition
4	अंतर्राष्ट्रीय योग दिवस/ International Day of Yoga	21 June	Display of Books on Yoga
5	Drop Everything And Read (DEAR)	July	Drop Everything And Read: The whole school reading program
6	हिरोशिमा दिवस /Hiroshima Day	6 August	Remembering the victims, "Against War" exhibition
7	स्वतंत्रता दिवस/ Independence Day	August (13-18)	Exhibition of books on freedom struggle & Freedom fighters
8	शिक्षक दिवस /Teacher's Day (5 Sept.)	September (3-6)	Exhibition of books on or by Dr S. Radhakrishnan
9	अंतर्राष्ट्रीय साक्षरता दिवस International Literacy Day	Sept. 8	Essay writing contest
10	हिन्दी पखवाड़ा / Hindi Fortnight	September	Exhibition of popular Hindi books in the library and related competitions
11	अंतर्राष्ट्रीय अहिंसा दिवस Gandhi Jayanthi	October	Exhibition of books on or by Mahatma Gandhi and Non violence
12	संयुक्त राष्ट्र दिवस /U. N. Day (24 Oct.)	October	Exhibition of books on United Nations and other International organisations
13	International School Library Day (ISLD) & Month	October	Talk by an eminent (local) Librarian, Book Donation Drive, "Smart Web Searcher" competition.

14	बाल दिवस /Children's Day (14 Nov.)	November	Exhibition of books on or by Jawaharlal Nehru, Competitions
15	राष्ट्रीय शिक्षा दिवस / National Education Day (11 Nov.)	November	Exhibition of books on or by Abul Kalam Azad Essay writing, newspaper reading competitions
16	राष्ट्रीय पुस्तकालय सप्ताह National Library Week (3rd Week of November)	November	Exhibition of rare books in the library Competitions: Book review , Storytelling ,Story writing, Book reading , Literary quiz, Designing Book Jacket and Bookmarks , Assembly programs , "Find the book", Library cultural programs, etc.
17	Indira Gandhi's Birthday (19 Nov.)	November	Exhibition of books on Indira Gandhi and other Indian Prime Ministers
18	Army Flag Day (7 Dec.)	December	Exhibition of books on Indian Army and warfare
19	केन्द्रीय विद्यालय स्थापना दिवस KVS Foundation Day (15 Dec.)	December	Assembly programs
20	राष्ट्रीय युवक दिवस / National Youth Day (12 Jan.)	January	Display of Books on or by Swami Vivekananda
21	भारतीय गणतंत्र दिवस Republic Day (26 January)	January	Exhibition of books on "India: Society and constitution"
22	शहीद दिवस /Martyr's Day (30 January)	January	Exhibition of books on or by freedom fighters
23	Safer Internet Day (7 Feb.)	February	Online/cyber safety workshops, talks, exhibitions, etc.

B. Arrange Book Exhibitions-On Important Days (पुस्तक प्रदर्शनी का आयोजन)

1	(Birthdays of Famous Personalities – Freedom Fighters, Authors, Poets, Scientists, Sports men's etc.)	Exhibition of books in the Library पुस्तकालय में पुस्तकों की प्रदर्शनी का आयोजन
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C. Functional Activities (क्रियाकलाप गतिविधिया)

1	April	<ul style="list-style-type: none"> i. Library Orientation sessions ii. Celebration on 2nd April International Children's Day. iii. On 14th April celebrate Dr.B.R.Ambedkar Jayanti. iv. Celebrate on 23rd April World Book & copyright Day. v. Preparation of Book Issue Cards vi. Constitution of Library Committee and Reader's Club vii. Preparation of the list of books/documents recommended for condemnation/weeding out. viii. Issue of books for class Libraries ix. Final reminder of overdue books x. Preparation of list of books for binding. xi. Sale of scrap Newspapers & Magazines.
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2	May-June	<ul style="list-style-type: none"> i. Preparation and display of list of defaulters ii. Auction of written of books iii. Submission of defaulter's List to the office. iv. Data collection for updating the member database v. Preparation of Library/School ID Cards vi. Competitions arranged for reading habits. vii. How to write Book review.
3	July	<ul style="list-style-type: none"> i. Starting the circulation of books ii. Meeting of Library Committee iii. Meeting of Reader's Club iv. Meeting of Class Library Book selection Committee v. Renewal of subscription to periodicals
4	August	<ul style="list-style-type: none"> i. Preparation of book suggestion/recommendation lists ii. Celebration of Librarians Day (Birth Anniversary of Dr. S. R. Rangnathan 12th August) iii. Selection of Books by visiting the local book shops by the committee members iv. Arrange Book Exhibition on Freedom Fighters
5	September	<ul style="list-style-type: none"> i. Career Development Programme ii. Celebration of Teachers Day (Exhibition of Books written by Dr.S.Radhakrishnan) iii. Celebration of Hindi Pakhawada (14th – 28th Sept.-Arrange Virtual Book Exhibition of Hindi Popular Books) iv. Meeting of Library Committee
6	October	<ul style="list-style-type: none"> i. Publication of Library Bulletin/Newsletter ii. Celebration of Mahatma Gandhi Anniversary on 2nd Oct. and arrange Virtual Book Exhibition on or by Mahatma Gandhi. iii. Preparation and display of list of defaulters iv. U.N. Day Celebration.
7	November	<ul style="list-style-type: none"> i. Celebration of Children's Day and National Book week and arranged following competitions:- <ul style="list-style-type: none"> 1. Story telling Competitions 2. Book review Competitions 3. Conduct Book fair 4. Local Library Visit. 5. User awareness programme for teachers & students.
8	December	<ul style="list-style-type: none"> ii. Updating student's database iii. Celebration KVS Foundation day on 15th Dec. iv. Organizing programmes for class Libraries v. Arrange Guidance and counselling programme for Board classes.
9	January	User awareness program on Exam oriented resources in the Library
10	February	<ul style="list-style-type: none"> i. Returning of class library books ii. Reminders to defaulters iii. Stopping the circulation of books to students iv. Meeting of Library Committee
11	March-April	Stock verification

D. Other Routine Functional Activities :-

1	Book Fairs	03 times a year	In collaboration with external agencies
2	Preparation of Library statistics	Quarterly	As per the Library Policy
3	Checking of Library note books	Regularly	Class VI-IX
4	Display of New Arrival List	Regularly	As and when added
5	Retro Conversion of Documents	Regularly	As and when needed and parallel to other activities.
6	Disposal of old newspapers and magazines	Quarterly	As per the rules
7	Books/document selection and accessioning	As and when needed	Acquisition of resources shall be dynamic activity and followed under the supervision of library committee
8	Screening of VCDs	Once in a month	Screening of Educational and issue based VCDs for primary children
9	Reader of the Month	One student and One Teacher will be selected every month	A certificate is given in the assembly. Profile with a photograph is published on the library website
10	Reader's Club activities	Whole academic year	Seminars, Exhibitions, Displays, Competitions, Meet the Authors, Book discussions
11	Know your Library Programs (Library orientation)	Once in a month	Tour to the library to understand its resources and activities
12	Library Blog, Digital Library	Regularly	Updating and maintenance
13	Best Reader Awards	Once in an Year	For best library users from each class. Distributed on the Annual Day function
14	Workshop on Reading	Once in an year	A 3 day workshop on reading
15	Career Guidance Programs	Throughout the year	Career corner and display of related materials on the bulletin board Library Blog Link:-
16	Class Libraries	As per Library Policy	Circulation of Books, Book reviews, library corner, activities, etc.
17	Online Activities	Regular maintenance of Library Blogs and E Granthalaya	<ul style="list-style-type: none">• e-Library• My Book My Friend• Library Blog• Online Suggestions• Write online Book Review
18	Publication of library bulletins, Newsletter, etc.	Annual	Based on the importance of the activities to be carried out in the library
19	Innovations & Experiments	Regularly	Read and Learn Library Junction Library Knowledge center My Readers

(As per (KVS) new library policy guidelines)