



# EKLAVYA MODEL RESIDENTIAL SCHOOL

SWAYAM, P.O. NAMOK - 737 116, MANGAN (NORTH SIKKIM)

UDISE NO.: 11010102802 | CBSE Affiliation No.: 1820173 | School Code: 37407

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JANJATIYA  
GARIMA UTSAV 2026

Ref. No.:108/EMRS/NSKM/26

Date:04/09/2026

## NOTIFICATION

**Subject: Constitution of Parent-Teacher Association (PTA) for the Academic Year 2026-27**

**Reference:** NESTS Guidelines bearing Ref. No. NESTS/H-1/124/NESTS-Guidelines/2025-26 dated 18/09/2025

In pursuance of the guidelines issued by the National Education Society for Tribal Students (NESTS) vide reference cited above, and with the objective of strengthening active participation and collaboration between parents, teachers and the school administration, the Parent-Teacher Association (PTA) of Eklavya Model Residential School, Swayem, Mangan, Sikkim is hereby constituted for the Academic Year 2026-27.

### A. Composition of the Parent-Teacher Association

| Sl. No. | Name & Designation                        | Representation/Position            |
|---------|-------------------------------------------|------------------------------------|
| 1       | Ms. Sonam Yangzum Bhutia, Principal       | Chairperson                        |
| 2       | Mr. Satish Chandra Prasad, Vice Principal | Member Secretary                   |
| 3       | Mr. Sanjeev Shah, PGT (Biology)           | Teacher Representative             |
| 4       | Ms. Salma Ahmed, PGT (English)            | Teacher Representative             |
| 5       | Mr. Lhendup Dorjee Lepcha, GT (Arts)      | Teacher Representative             |
| 6       | Mrs. Jyoti Lama, GT (Language)            | Teacher Representative             |
| 7       | Mrs. Jigme Choden Bhutia, Librarian       | Miscellaneous Representative       |
| 8       | Ms. Passangmit Lepcha, PET                | Miscellaneous Representative       |
| 9       | Mr. Ongdup Bhutia                         | Parent Representative - Class VI   |
| 10      | Mrs. Cha Cha Hangma                       | Parent Representative - Class VI   |
| 11      | Mr. Sonam Gyatsho Lepcha                  | Parent Representative - Class VII  |
| 12      | Mrs. Phaykik Bhutia                       | Parent Representative - Class VII  |
| 13      | Mr. Sonam Tamang                          | Parent Representative - Class VIII |
| 14      | Mrs. Srijana Tamang                       | Parent Representative - Class VIII |
| 15      | Mr. Dawa Tshering Bhutia                  | Parent Representative - Class IX   |
| 16      | Mrs. Aitamaya Rai                         | Parent Representative - Class IX   |
| 17      | Mr. Dili Ram Limboo                       | Parent Representative - Class X    |
| 18      | Mrs. Lang Doma Tamang                     | Parent Representative - Class X    |
| 19      | Mr. Surzey Limboo                         | Parent Representative - Class XI   |
| 20      | Mr. Maita Singh Limboo                    | Parent Representative - Class XI   |
| 21      | Mrs. Pemula Lepcha                        | Parent Representative - Class XI   |
| 22      | Mrs. Manju Limboo                         | Parent Representative - Class XII  |
| 23      | Mr. Sonam Thendup Sherpa                  | Parent Representative - Class XII  |
| 24      | Mrs. Dolma Sherpa                         | Parent Representative - Class XII  |



Note: The names of the parent representatives shall be updated/replaced with the names of the duly selected/elected parent representatives, as applicable.

#### **B. Aims and Objectives of the PTA**

1. To maintain continuous interaction between parents and teachers/school authorities.
2. To involve parents in the development of the School by utilising their experiences, expertise and constructive suggestions.
3. To assist the School in resource mobilisation and development of infrastructure facilities and their maintenance.
4. To assist the Chairperson, School Level Committee (SLC), in taking prompt and effective decisions wherever required.
5. To popularise the advantages of residential school culture in terms of academic excellence, character building and discipline.
6. To establish liaison with organisations engaged in community service programmes through participatory activities involving children, parents and teachers.
7. To develop a network of alumni and their parents to help the institution effectively play its role as a pace-setting institution.

#### **C. Tenure of the PTA**

1. The tenure of the Parent-Teacher Association shall be one (01) Academic Year.
2. The tenure of the selected Parent Representatives shall be one (01) Academic Year. They shall not be eligible for re-election in the succeeding year. This restriction shall apply to both parents; i.e., if one parent of a child is elected/selected as a representative, neither parent of that child shall be eligible for election/selection in the succeeding year.
3. The tenure of the nominated Teacher Representatives shall also be one (01) Academic Year. However, they shall be eligible for re-nomination in subsequent years.
4. The PTA shall function in accordance with the applicable guidelines and instructions issued by NESTS and other competent authorities from time to time.

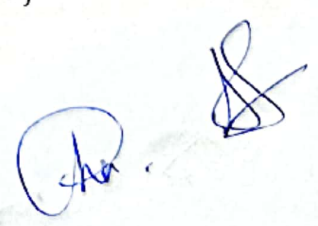
#### **D. Functions of the PTA**

1. The PTA shall meet at least once every month under the Chairpersonship of the Principal concerned, preferably coinciding with the scheduled parents' visit day. The Principal/Chairperson may convene additional meetings whenever the need arises.



2. The Member Secretary shall initiate the agenda and make arrangements for the conduct of the monthly meetings in consultation with the Chairperson.
3. The PTA shall review and discuss the strengths and areas requiring improvement in the functioning of the School, with particular reference to academic performance; staff and student-related matters; safety and security; discipline; food and mess management; water and electricity supply; hostel upkeep; medical support; beautification and plantation; cleanliness; and other facilities required to make the stay of children comfortable, safe and conducive to learning.
4. PTA members shall periodically interact with students and other parents to ascertain problems faced by them and obtain suggestions for improvement.
5. PTA members shall visit dormitories, classrooms, laboratories and the library at least once every quarter and suggest improvements, wherever necessary.
6. Office bearers/members of the PTA shall be invited to participate in and witness important functions and activities of the School.
7. Parents' assistance may be sought for publicity of the EMRS Selection Test; social service activities; School functions; strengthening the library and laboratory; mobilising resources for new projects; educational excursions and fairs; career guidance; counselling and support for emotionally disturbed children; medical/health camps; and financial, material or moral support for medical treatment of sick children, wherever necessary.
8. The PTA shall assist the School in collecting socio-economic data of students, particularly at the time of entry of students in Class VI.
9. Students who are emotionally disturbed, homesick, or involved in indiscipline or misconduct may be referred to the PTA for appropriate counselling/support, or dealt with as per the recommendation of the Counsellor and applicable guidelines.
10. Proceedings of all PTA meetings shall be recorded in a separate PTA Meeting Register. Suggestions falling within the powers of the Principal shall be considered for immediate implementation. Matters beyond the powers of the Principal may be referred to the District Collector/Regional Office/State Society/NESTS, as appropriate. Where necessary, the PTA may approach the District Collector, who is the Chairman of the EMRS at the district level, for assistance in resolving local issues.
11. Visiting officers shall, wherever applicable, review the minutes and records of PTA meetings and ensure compliance with suggestions/recommendations within their respective jurisdictions.

**Mess Management, Food Quality and Hygiene**



1. Visit the School Mess.
2. Occasionally have meals with the children.
3. Interact with children and assess the quality and quantity of food served.
4. Check the hygiene conditions of the mess surroundings and food preparation areas.
5. Check the availability of clean drinking water.
6. Check implementation of the approved mess menu to ensure a balanced diet.

### **Safety and Security of Children**

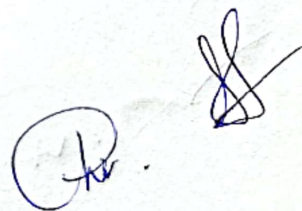
1. Periodically interact with girl students and other students, as appropriate.
2. Assist in ensuring the availability of adequate water, toilets and lighting arrangements.
3. Familiarise themselves with the functioning of House Masters/House Parents and provide assistance wherever required.
4. Confirm the issue of entitled items to students.
5. Oversee the attendance system to check the presence of children in the hostel/school.
6. Bring to the notice of the School authorities any other matter relating to the safety and security of children.

14. The meetings of the Parent-Teacher Association shall be viewed as opportunities for functional improvement through constructive collaboration between parents, teachers and the School administration. The central theme of all PTA activities shall always remain the all-round development and welfare of the child. All discussions and decisions shall focus on the child's welfare, academic improvement and excellence, personality development, leadership qualities, discipline, national integration and ensuring access to all necessary facilities to which the EMRS is committed.

### **E. General Provisions**

The PTA shall function as a collaborative and advisory body to facilitate effective communication between parents, teachers and the School administration. All members are expected to discharge their responsibilities with sincerity, cooperation, confidentiality and in the best interest of the students and the institution.

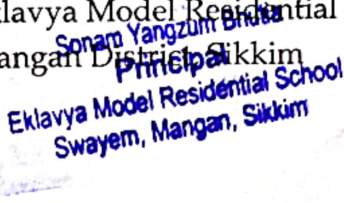
The PTA shall work in accordance with the guidelines issued by NESTS, directions of the competent authorities and the rules and regulations applicable to EMRS.

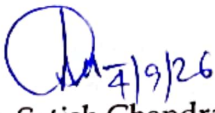


This notification shall come into force with immediate effect and shall remain valid for the Academic Year 2026-27, subject to the tenure provisions mentioned above.

This issues with the approval of the competent authority.

  
Ms. Sonam Yangzum Bhutia  
Principal & Chairperson, PTA  
Eklavya Model Residential School, Swayem  
Mangan District, Sikkim

  
Eklavya Model Residential School  
Swayem, Mangan, Sikkim

  
Mr. Satish Chandra Prasad,  
Vice Principal & Member Secretary, PTA  
Eklavya Model Residential School, Swayem  
Mangan District, Sikkim

**Copy to:**

1. The District Collector, Mangan District, Sikkim - for kind information.
2. The Nodal Officer, EMRS Society of Sikkim - for kind information.
3. The Sr. Welfare Officer, Social Welfare Deptt., Mangan- for kind information.
4. All members of the Parent-Teacher Association - for information and necessary action.
5. Office Notice Board.
6. School PTA Register/File.

